

Network Webinar – This webinar training is being recorded

# 2020-2021 Pass-Through Grants Cycle for State Organizations and Local Programs

*July 13, 2020*

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**National CASA/GAL Association for Children**





# Contents

## OBJECTIVE

- Review the 2020-2021 National CASA/GAL pass-through grant information and opportunities for State Organizations and Local Programs

## AGENDA

- Guiding Principles
- Grants Policy
- Grant Categories
- Eligibility Requirements & Timelines
- Grant Application Materials
- Application Review Process
- Technical Assistance
- Questions

A young girl with long dark hair, wearing a purple hoodie, is smiling and looking towards a woman. The woman has long brown hair and is wearing a blue long-sleeved shirt. They are sitting at a table outdoors, with a building and trees in the background. The scene is brightly lit, suggesting daytime.

# Guiding Principles and 2020-2021 Annual Grants Policy

# Guiding Principles

- Fund our strategy
- Allocate funding with great impact
- Position ourselves for funding increase
- Manage more effectively and efficiently
- Increase accountability



# Alignment to Our Strategic Framework

## NATIONAL CASA/GAL ASSOCIATION STRATEGIC FRAMEWORK SUMMARY

**MISSION:** National Court Appointed Special Advocate (CASA) Guardian ad litem (GAL) Association for Children, together with its state and local members, supports and promotes court-appointed volunteer advocacy so every abused or neglected child in the United States can be safe, have a permanent home, and the opportunity to thrive.

**VISION:** A world where every abused or neglected child is given the opportunity to thrive in a safe and loving home.

INNOVATIVE-  
INTEGRATED  
FUNDRAISING

THOUGHT  
LEADERSHIP

OPERATIONAL  
EXCELLENCE

COLLABORATIV  
E IMPACT

BRAND AND  
ISSUE  
AWARENESS

Strong Support to the Programs

Effective Partnerships with State Organizations

Planning, Research and Analysis

Platform for Financial Sustainability

Governance Effectiveness

MISSION/VISION    STRATEGIC THEMES    ENABLING FOCUS AREAS

# Grant funding will support Enabling Focus Areas



# 2020-2021 Grants Policy Summary

National CASA/GAL Association will sub-award up to \$3 million to state organizations and local programs in four grant categories for 2020-2021.

Grant Category	Anticipated Application Launch Date	Anticipated Grant Period
Growth/Sustainability	July 2020	October 1, 2020 – September 30, 2021
State/Program Start-up & Development	July 2020*	October 1, 2020 – September 30, 2021
Professional Development	October 2020	January 1, 2021 – September 30, 2021
Recruitment & Awareness	October 2020	February 1, 2021 – September 30, 2021

\*Change from date communicated in Network News; moved up from August 2020 release to July 2020 release of application.

Note: All federal funds are contingent on an annual appropriation by Congress and subsequent approval by the Office of Juvenile Justice and Delinquency Prevention (OJJDP).



# 2020-2021 Grant Category Funding

Grant Category	Total Amount Available
Growth/Sustainability	\$1,000,000
State/Program Start-up & Development	\$800,000
Professional Development	\$200,000
Volunteer Recruitment & Awareness	\$1,000,000
<b>TOTAL PASS-THROUGH</b>	<b>\$3,000,000</b>

A young girl with long dark hair, wearing a purple hoodie, is smiling and looking towards a woman with long brown hair, wearing a blue shirt. They are sitting at a table outdoors in front of a multi-story building with balconies. The scene is bright and sunny.

# 2020-2021 Grant Categories and Criteria



# Local and State Growth/Sustainability

**Maximum Award up to:** \$50,000 (Rural, Tribal, Suburban)

**Maximum Award up to:** \$100,000 (Urban)

**Maximum Award up to:** \$100,000 (State Organization)

Competitive Growth/Sustainability grants for established state organizations and local programs to increase the number of children served over prior years' levels or to sustain capacity of cases.

**Growth Grants** will be awarded to state organizations or local programs that demonstrate they are addressing any increase in children needing to be served following the COVID-19 epidemic.

Programs who are sustaining the ability to serve the number of children served in prior years are eligible to apply in the **Sustainability Grant** category. All funding awarded in this category will support adherence to the National CASA/GAL Association Core Model.

Submit application by **August 17, 2020 at 8:00 a.m. Pacific Time**

# Growth/Sustainability Criteria

- **Growth Plans** or submission of a written strategic plan for growth will be required for all state organizations and local programs at the time of application for **Growth Category** applicants
- **Growth Category** awards are associated with a **required minimum # of new volunteers activated and new children served** based upon award amount
- **Sustainability Plans** will be required from all state organizations and local programs at the time of application for **Sustainability Category** applicants
- **Preference may be given** to programs/organizations that have not previously received Growth/Sustainability grants from National CASA/GAL

# Growth/Sustainability Criteria

- Provide **measurable goals, objectives, outcomes, activities and timelines** that support achievement of the proposed outcomes
- Provide a description of the **program's strategy to financially sustain** the grant-funded activities beyond the grant period
- Have a representative of the **governing body/board to authorize the submission** of the grant application
- All funding awarded in these categories will support **adherence to the National CASA/GAL Core Model.**



# Growth Grants Only

## Volunteer/Child Award Requirements

<b>Funding Goal Requirements</b>	<b># of New Volunteer Advocates Activated (i.e., assigned to a case)</b>	<b># of Additional Children to be Served (i.e., assigned a CASA/GAL volunteer)</b>
<b>\$10,000 Request</b>	<b>6</b>	<b>15</b>
<b>\$20,000 Request</b>	<b>12</b>	<b>30</b>
<b>\$30,000 Request</b>	<b>18</b>	<b>45</b>
<b>\$40,000 Request</b>	<b>24</b>	<b>60</b>
<b>\$50,000 Request</b>	<b>30</b>	<b>75</b>
<b>\$60,000 Request</b>	<b>36</b>	<b>90</b>
<b>\$70,000 Request</b>	<b>42</b>	<b>105</b>
<b>\$80,000 Request</b>	<b>48</b>	<b>120</b>
<b>\$90,000 Request</b>	<b>54</b>	<b>135</b>
<b>\$100,000 Request</b>	<b>60</b>	<b>150</b>
<b>\$150,000 Request</b>	<b>90</b>	<b>225</b>



# State/Program Start-up & Development

**Maximum Award:** Up to \$100,000

This competitive grant opportunity is available for the following:

- State organizations or local programs in year two of their development process in partnership with the National CASA/GAL Association's Program Development Team. This includes state organizations and local programs that need assistance and support to maintain operations and build on momentum gained through the first two years of development, allowing for a third year of partial funding.
- To start a new state organization or local program that is either currently working through or has successfully completed the Program Membership Process.
- State organizations or local programs in need of developmental support, specialized technical assistance, support with re-building the program or are currently experiencing leadership transition.

Submit application by **August 17, 2020 at 8:00 a.m. Pacific Time**



# State Program Start-up & Development

- Provide **measurable goals, objectives, outcomes, activities and timelines** that support achievement of the proposed outcomes
- If you are a local program providing direct services, include in your goals the **number of volunteers to be activated and the number of children to be served** during the grant period
- Provide a description of the **program's strategy to financially sustain** the grant-funded activities beyond the grant period
- Have a representative of the **governing body/board to authorize the submission** of the grant application
- All funding awarded in this category will support **adherence to the National CASA/GAL Core Model.**



# Professional Development

**Grant Award Range:** \$2,000 - \$10,000

New opportunities for CASA/GAL **local and state program staff and board/governing body members** to participate in professional development. The grant period is **January 1, 2021 - September 30, 2021**. All activities must be completed during this grant period.

Grant Opportunity **2021 Course Offerings** will be made available with the options permitted for this grant offering. During the application process you will need to include a written statement (specific questions will be provided in the application) from the Executive Director or Administrator and each of the prospective student(s).

\*Additional program details and the grant application will be made **available October 2020**



# Volunteer Recruitment

**Maximum Award:** \$50,000 (local programs); up to \$100,000 (state organizations)

Competitive grants available to:

- **State organizations** (or local programs designated by the state organization) to implement a statewide volunteer recruitment campaign
- **Local programs** to implement a locally-based volunteer recruitment campaign

**Statewide campaigns** must have a focus and **benefit for the entire statewide network** of local CASA/GAL programs. The campaign must align consistently with the National CASA/GAL **campaign and branding standards**.

All grants must drive **volunteer recruitment overall** and/or **focused recruitment** for special or underrepresented volunteer populations (e.g. people of color, men, Hispanics).



# Volunteer Recruitment Criteria

Applicants must **execute the recruitment campaign grant in compliance** with allowable activities and include the correct use and treatment of the CASA/GAL logo. The campaign must be run exclusively and in its entirety during the stated length of the campaign.

The state and local grants will be awarded with the objective of **amplifying and supporting National CASA/GAL's volunteer recruitment campaign**. The national volunteer recruitment campaign will focus on **recruiting a diverse corps of volunteers** to serve the diverse population of children who need a CASA/GAL volunteer.

This campaign is a **follow-up to the *Change a Child's Story*<sup>TM</sup>** awareness campaign developed in 2019. It must be a full, comprehensive campaign that builds on existing awareness.

\*Additional program details and grant applications will be made **available October 2020**



# Eligibility Requirements & Timelines

# Eligibility Requirements

- Member in good standing with the National CASA/GAL Association
  - Current with National CASA/GAL Membership Renewal
  - Completion of the 6-month and annual survey reports
- Successful performance on any current and previous National CASA/GAL grants
- Priority may be given to programs/state organizations that have not been funded by National CASA/GAL within the last three years (2017, 2018 & 2019)
- Logic Models will be required from all state organizations and local programs either at the time of application or as a funding condition of award due no later than December 31, 2020\*

*\* Does not apply to the professional development grant opportunity*

# Fingerprinting Requirement

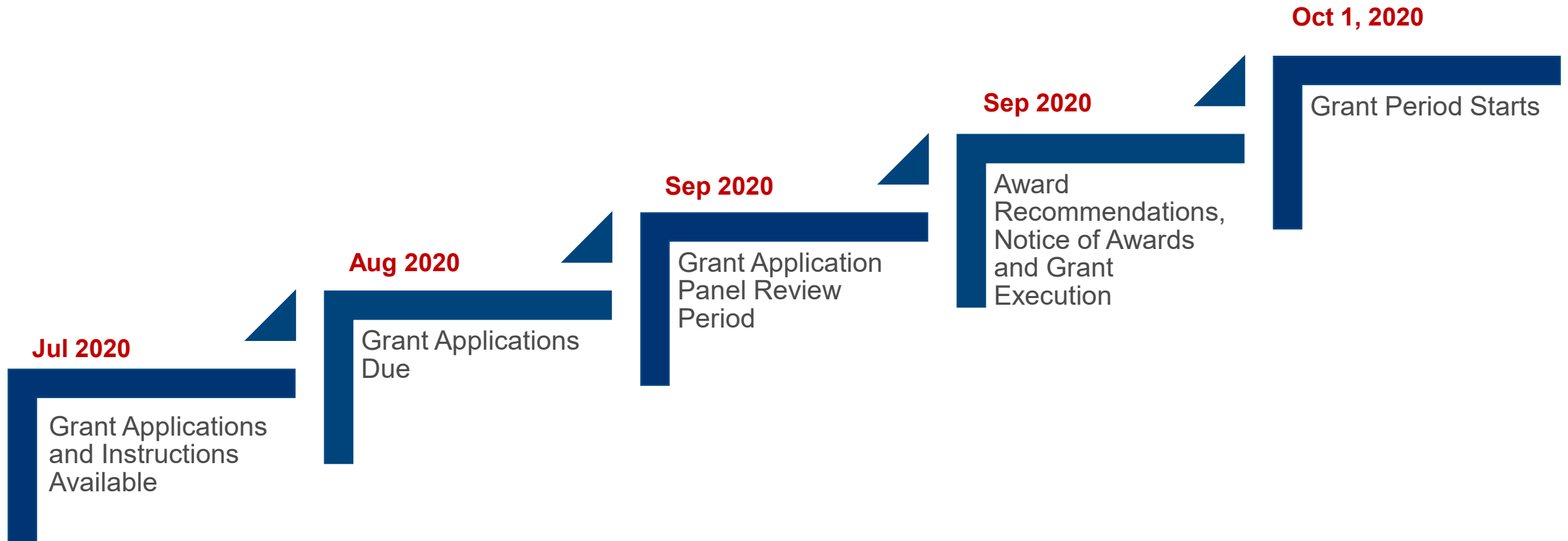
A **new** condition of OJJDP grant awards addresses the determination of suitability required, in advance, for certain individuals who may interact with participating minors. For each individual at least 18 years of age who is covered under this award, **a fingerprint search** (or, if the recipient or sub-recipient documents that a fingerprint search is not legally available, a name-based search, using current and, if applicable, previous names and aliases) is required. The search must encompass at least the time period beginning seven\* calendar years preceding the date of the search request of pertinent state (and, if applicable, local and tribal) criminal history registries or similar repositories. The search must be completed no earlier than six months before the determination regarding suitability of the applicant. *The cost for fingerprinting is an allowable expense in the grant budget.*

\* Note the seven calendar year requirement is consistent with National CASA/GAL Standards. Although the OJJDP condition requires five, National CASA/GAL members must adhere to the standards.

# Grants Timeline



# Grants Timeline for Growth, Sustainability, and State/Program Start-up & Development





# Timeline for Growth, Sustainability, and State/Program Start-up & Development

- Applications released for state organizations and local programs – July 2020
- Grant Webinar Training – July 13, 2020
  - Recording of webinar to be posted on Grants page – July 15, 2020
- Application Technical Assistance period – Open until the business day before the grant deadline date(s)
- **Grant Application due date:**
  - Growth/Sustainability, Development – **August 17, 2020 by 8:00 a.m. Pacific Time**
- Announcement of awards – September 2020
- Grant Period – October 1, 2020 to September 30, 2021

\*Professional Development – January 1, 2021 to September 30, 2021

\*Volunteer Recruitment - February 1, 2021 to September 30, 2021

# Grants Timeline for Professional Development and Volunteer Recruitment

## Professional Development

October 2020: Grant Applications and Instructions Available

November 2020: Grant Applications Due

November 2020: Grant Application Panel Review Period

December 2020: Award Recommendations, Notice of Awards and Grant Execution

January 2021: Grant Period Starts

## Volunteer Recruitment

October 2020: Grant Applications and Instructions Available

December 2020: Grant Applications Due

January 2021: Grant Application Panel Review Period

January 2021: Award Recommendations, Notice of Awards and Grant Execution

February 2021: Grant Period Starts

# Grant Application Materials

# National CASA/GAL Website Grants Page Log On



## About Us

Read about where we came from and where we are today.

[LEARN MORE](#)



## Who We Are >

## Funding a CASA/GAL Program

Funding a CASA/GAL Program

National CASA Grants Program

Other Funding

Fundraising Resources

## Knowledge Management >

## Marketing & Legislative Advocacy >



## National CASA/GAL Grants

Find the latest information and resources for pass-through grants from National CASA/GAL.

**NATIONAL CASA GRANTS**



## Other Funding

Learn about other funding streams to pursue in support of your program, including the Victims of Crime Act.

**OTHER FUNDING**



## Fundraising Resources

Visit this page for information and tools to assist with your resource development efforts.

**FUNDRAISING RESOURCES**



# National CASA/GAL Grants Program

Home » Funding a CASA/GAL Program » National CASA Grants Program

## National CASA/GAL Grant Funding

All member programs in good standing with the National CASA/GAL Association are eligible to apply for grant funding and must be current on membership renewal, submission of the 2019 annual survey and program six-month reporting, remain in compliance with National CASA/GAL Association Standards and have successfully executed on previous National CASA/GAL grants. State Organization/Local Program logic models are required for all grant applications either at time of submission or no later than December 31, 2020.

### Funding typically comes to National CASA/GAL from the organizations below:

- A cooperative agreement with the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention (OJJDP), which includes funding for the purpose of increasing the number of abused and neglected children who are assigned a CASA volunteer or volunteer guardian ad litem (GAL) to advocate for their best interests.
- A National Mentoring Grant awarded by the OJJDP.
- Jewelers for Children (JFC) continues its support of CASA/GAL volunteer advocacy. Since 2003, JFC has contributed more than \$9 million in funding.

Visit the [Open Grant Opportunities](#) page.

# Open Grant Opportunities

for State Organizations and Local Programs

[Home](#) » [Funding a CASA/GAL Program](#) » [National CASA Grants Program](#) » [Open Grant Opportunities](#)

The National CASA/GAL Association is authorized to distribute funds through a cooperative agreement with the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention (OJJDP), under the Victims of Child Abuse Act (P.L. 101-647), for the purpose of increasing the number of abused and neglected children assigned a CASA volunteer or volunteer guardian ad litem (GAL) to advocate for their best interests. These are federal funds and may only be used to serve children who have experienced abuse or neglect and are the subject of civil child abuse proceedings.

*All federal funds are contingent on an annual appropriation by Congress and subsequent approval by OJJDP.*



Growth /  
Sustainability  
Competitive  
Grant  
Opportunity



State / Program  
Start-up &  
Development  
Competitive Grant  
Opportunity



### Growth / Sustainability Competitive Grant Opportunity

Maximum Award up to: \$50,000  
(Rural, Tribal, Suburban)

Maximum Award up to: \$100,000  
(Urban)

Maximum Award up to: \$100,000  
(State Organization)

**GROWTH/SUSTAINABILITY  
COMPETITIVE GRANT  
OPPORTUNITY**



### State / Program Start-up & Development Competitive Grant Opportunity

Maximum Award up to: \$100,000

**STATE/PROGRAM START-UP AND  
DEVELOPMENT COMPETITIVE  
GRANT OPPORTUNITY**

- [Application](#)
- [Instructions](#)
- [Upload application and supporting documentation](#)

# Grant Application



# Application Format

National CASA/GAL **State/Program Start-up Development** Grant Application has 9 distinct sections:

1. Summary Sheet
2. Program Information
3. Progress on Current Grant Goals
4. Project Plan
5. Project Approach
6. Project Management
7. Sustainability
8. Grant Budget Narrative
9. Grant Budget Summary

National CASA/GAL **Growth & Sustainability** Grant Application has 7 distinct sections:

1. Summary Sheet
2. Program Information
3. Project Need
4. Project Approach
5. Sustainability
6. Grant Budget Narrative
7. Grant Budget Summary

# Application Attachments

- Application attachments have to be combined into one PDF file.
  - Local Program/State Organization Logic model (or submit by 12/31/2020 if awarded) for all grant categories\*
  - Growth plan at time of application (Growth grant applicants only)
  - Sustainability plan at time of application (Sustainability grant applicants only)

*\*Does not apply to the professional development grant opportunity.*




# State/Program Start-up Development Summary Sheet

Page 1 consists of:

1. Amount Requested
2. Project Abstract
3. Program Name
4. Authorizing Governing Body Representative signature

**National CASA/GAL Association  
2020 State/Program Start-up & Development Grant Application**

  
Court Appointed Special Advocates  
Guardians ad Litem  
FOR CHILDREN  


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NATIONAL CASA/GAL ASSOCIATION

**Summary Sheet**

1. Amount Requested:
2. Project Abstract:  
Summarize the proposed project in 300 words or less (please do not exceed the space allotted for box).

Authorizing Governing Body or Administrator representative approving and submitting grant application

Program Name

Authorizing Representative Electronic Signature

Title  Date (mm/dd/yyyy)

By submitting this document electronically I certify that:

- Our program is eligible to apply for a grant according to the instructions and information on eligibility criteria.
- I have read and approved this grant application and there are no material misstatements or misrepresentations.
- I have the authority to submit the application on behalf of the program named.
- I have attached the current logic model, or will submit by 12/31/20 if selected for an award.
- All attachments are combined into a single PDF.

# Program Information

Page 2 consists of:

1. Applicant Information
2. Fiscal Agent Information, if applicable

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## Program Information

### 1. Applicant Information

a.	Name of CASA/GAL Program	
b.	National CASA/GAL Program ID Number (5 digits)	
d.	Contact Name for the Grant if different from Program Director	
e.	City and State	
f.	Phone Number	
g.	Email Address	
h.	Federal EIN (note if not applicable)	
i.	DUNS Number	

### 2. Additional Information for Fiscal Agent if program cannot receive funds directly.

a.	Fiscal Agent Organization Name	
b.	Contact Name and Title	
c.	Address (Street or PO Box)	
d.	City, State and Zip	
e.	Phone Number	
f.	Email Address	
g.	Federal EIN (if different than above)	
h.	DUNS Number	



# State/Program Start-up Development Progress on Current Grant Goals

Page 3 consists of:

1. (Current Development Grantees Only) Include the grant goals agreed upon by your organization and National CASA/GAL and the progress made to date. Identify barriers and challenges to achieving the grant goals as well as attempts to address them.

*Please do not exceed the space allotted for the box.*

## Progress on Current Grant Goals

1. **(CURRENT DEVELOPMENT GRANTEEES ONLY)** Include the grant goals agreed upon by your organization and National CASA/GAL and the progress made to date. Identify barriers and challenges to achieving the grant goals as well as attempts to address them. (Please do not exceed the space allotted for the box.)

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# State/Program Start-up Development Project Plan

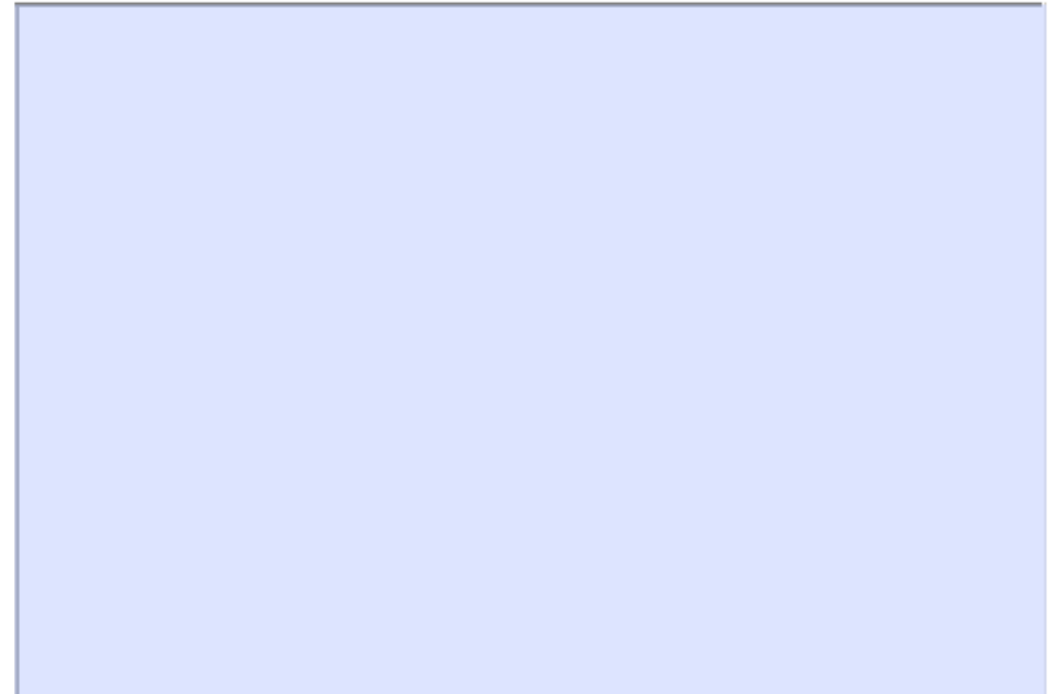
Page 4 consists of:

1. Describing how the program assessed the need for grant project and provide a full description of your approach to address the need. Identify barriers and challenges to achieving the grant goals as well as attempts to address them.

*Please do not exceed the space allotted for the box.*

## Project Plan

1. Describe how your program assessed the need for this grant project and provide a full description of your approach to address the need. Identify barriers and challenges to achieving the grant goals as well as attempts to address them.

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# State/Program Start-up Development Project Approach

Page 5-6 consists of:

1. Explain what you plan to achieve with this grant by completing the **goals and objectives**, including **measurable outcomes**. Then list the **activities and timelines** necessary to reach each goal along with the person responsible.
2. If you are a current Development grantee include in your goals and objectives the work that will be completed to advance your organization.
3. If you are a local program providing direct services, include in your goals the number of volunteers to be activated and the number of children to be served during the grant period.

*Please do not exceed the space allotted for the box.*

## Project Approach

1. Explain what you plan to achieve with this grant by completing the goals and objectives, including measurable outcomes. Then list the activities necessary to reach each goal along with the timeline and the person responsible. **If you are a current Development grantee**, please include in your goals and objectives the work that will be completed to advance your organization. If you are a local program providing direct services, include in your goals the number of volunteers to be activated and the number of children to be served during the grant period.  
(Please do not exceed the space allotted for the box.)

Goal, Objective and Measurable Outcome(s)

Activities and Timeline



# State/Program Start-up Development Project Management

Page 7 consists of:

1. Define the project outcome of the funded work at the end of the grant period. Explain how the state organization will be strengthened and positioned to better support local programs to provide quality advocacy to additional abused and neglected children. If you are a local program, explain how the local program will be strengthened and positioned to provide quality advocacy to additional abused and neglected children.

*Please do not exceed the space allotted for the box.*

## Project Management

1. Define the project outcome of the funded work at the end of the grant period. Explain in your answer how the state organization will be strengthened and positioned to better support local programs to provide quality advocacy to additional abused and neglected children. If you are a local program, explain in your answer how the local program will be strengthened and positioned to provide quality advocacy to additional abused and neglected children. (Please do not exceed the space allotted for the box.)

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# State/Program Start-up Development Sustainability

Page 8 consists of:

1. Long term strategies for funding activities beyond the grant period so progress will be sustained
2. Specify what funding sources can be used to support the executive director salary.

Note: Expenses for fundraising activities cannot be requested for/charged to this grant.

## Sustainability

1. Describe the strategies for funding the activities of this project beyond the grant period so that progress will be sustained. Specify what funding sources can be used to support the executive director salary.  
Note: Expenses for fundraising activities cannot be requested. (Please do not exceed the space allotted for the box.)

A large, empty rectangular box with a light blue background, intended for the user to provide their response to the sustainability question.

# Grant Budget Narrative

Page 9 - 12 consists of:

1. Personnel Salaries
2. Taxes/Benefits
3. Travel
4. Printing/Copying
5. Supplies
6. Equipment
7. Rent/Utilities
8. Other

## Grant Budget Narrative

Describe in detail how grant funds will be allocated and spent in each applicable category. It is required to include a formula in the computation section for how requested costs were determined. All costs must be expendable during the course of the project.

### 1. Personnel Salaries

List each position by title and name of employee, if available. Show the gross annual salary rate and the percentage of the employee's time to be devoted to the grant project.

#	Name/Position	Computation (required)	Amount
1			\$0
2			\$0
3			\$0
			\$0

### 2. Taxes/Benefits

Taxes and benefits (employer's share only) should be based on actual known costs or an established formula. Benefits are for the personnel listed in the personnel salaries budget category (see above).

#	Name/Position	Computation (required)	Amount
1			\$0
2			\$0
3			\$0
			\$0

# Grant Budget Summary

Page 13 consists of:

1. Grant Budget Summary

#	Budget Line Items	Amount
1	Personnel Salaries	\$0
2	Taxes/Benefits	\$0
3	Travel	\$0
4	Printing/Copying	\$0
5	Supplies	\$0
6	Equipment	\$0
7	Rent/Utilities	\$0
8	Other	\$0
		\$0

# Growth & Sustainability Summary Sheet

Page 1 consists of:

1. Amount Requested
2. Grant Category selection drop down
3. Project Abstract
4. Program Name
5. Authorizing Governing Body Representative signature

**National CASA/GAL Association**  
**2020 Grant Application**

  
Court Appointed Special Advocates  
Guardians ad Litem  
**FOR CHILDREN**  
NATIONAL CASA/GAL ASSOCIATION

### Summary Sheet

1. Amount Requested:

2. Grant Category:

3. Project Abstract:  
Summarize the proposed project in 300 words or less (please do not exceed the space allotted for box).

Authorizing Governing Body or Administrator representative approving and submitting grant application

Program Name

Authorizing Representative Electronic Signature

Title  Date (mm/dd/yyyy)

By submitting this document electronically I certify that:

- Our program is eligible to apply for a grant according to the instructions and information on eligibility criteria.
- I have read and approved this grant application and there are no material misstatements or misrepresentations and have the authority to submit the application on behalf of the program named.
- I have attached the current logic model, or will submit by 12/31/20 if selected for an award. A growth plan is required at time of application if applying for a Growth Grant. A sustainability plan is required at time of application if applying for Sustainability Grant.
- All attachments are combined into a single PDF.

2020 Page 1 of 11 National CASA/GAL Grant Application

# Program Information

Page 2 consists of:

1. Applicant Information
2. Fiscal Agent Information, if applicable

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## Program Information

### 1. Applicant Information

a.	Name of CASA/GAL Program	
b.	National CASA/GAL Program ID Number (5 digits)	
d.	Contact Name for the Grant if different from Program Director	
e.	City and State	
f.	Phone Number	
g.	Email Address	
h.	Federal EIN (note if not applicable)	
i.	DUNS Number	

### 2. Additional Information for Fiscal Agent if program cannot receive funds directly.

a.	Fiscal Agent Organization Name	
b.	Contact Name and Title	
c.	Address (Street or PO Box)	
d.	City, State and Zip	
e.	Phone Number	
f.	Email Address	
g.	Federal EIN (if different than above)	
h.	DUNS Number	

# Growth & Sustainability Project Plan

Page 3 consists of:

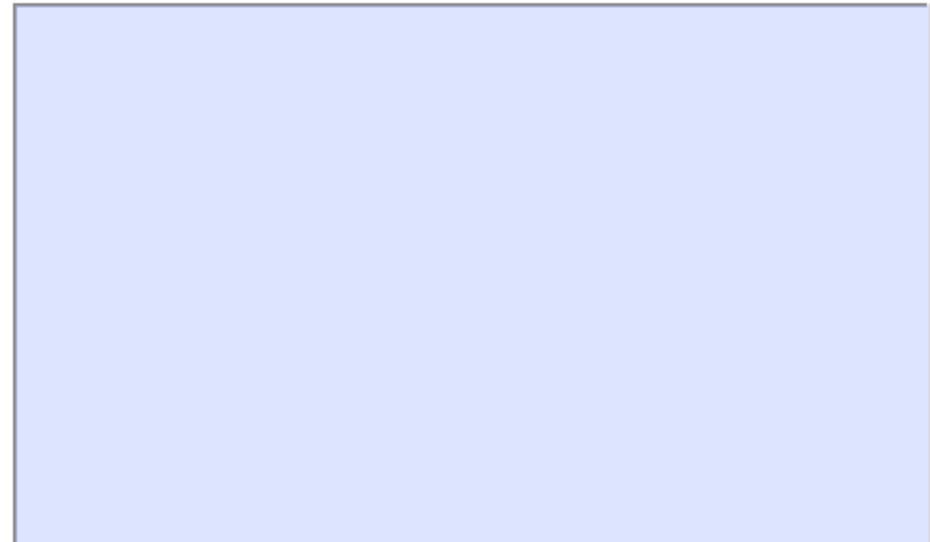
1. Describing how the program assessed the need for grant project and provide a full description of your approach to address the need.

*Please do not exceed the space allotted for the box.*

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## Project Plan

1. Describe how your program assessed the need for this grant project and provide a full description of your approach to address the need. (Please do not exceed the space allotted for box)

A large, empty rectangular box with a light blue background, intended for the user to provide a full description of their approach to address the need for the grant project.



# Growth & Sustainability Project Approach

Page 4-5 consists of:

1. Explain what you plan to achieve with this grant by completing the **goals and objectives**, including **measurable outcomes**. Then list the **activities and timelines** necessary to reach each goal along with the person responsible.
2. If you are a local program providing direct services, include in your goals the number of volunteers to be activated and the number of children to be served during the grant period.

*Please do not exceed the space allotted for the box.*

**Project Approach**

1. Explain what you plan to achieve with this grant by completing the goals and objectives, including measurable outcomes. Then list the activities and timelines necessary to reach each goal along with the person responsible. (Please do not exceed the space allotted for box.)

Goal, Objective and Measurable Outcome(s)

Activities and Timeline

Goal, Objective and Measurable Outcome(s)

Activities and Timeline

# Sustainability

Page 6 consists of:

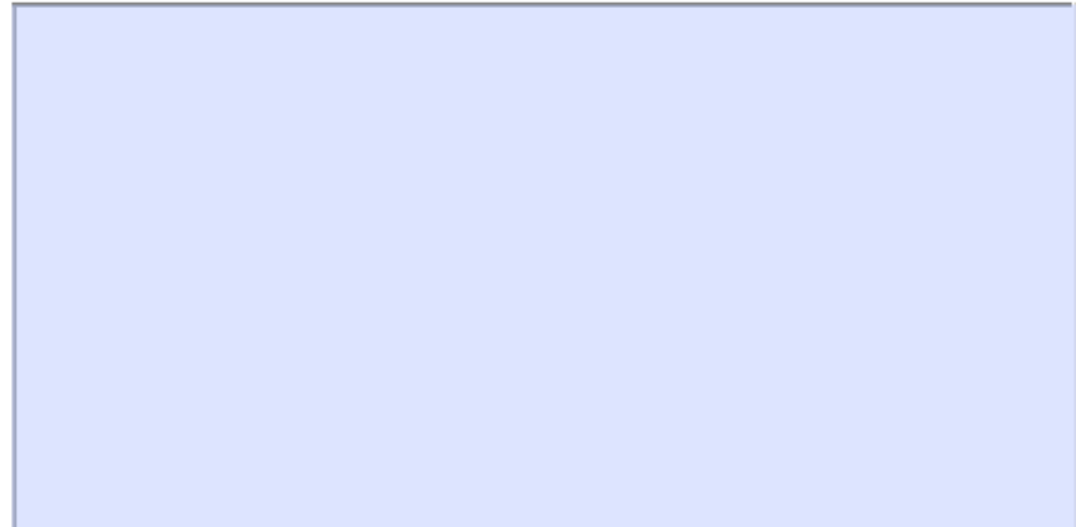
1. Long term strategies for funding activities beyond the grant period so progress will be sustained

Note: Expenses for fundraising activities cannot be requested for/charged to this grant.

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## Sustainability

1. Describe the strategies for funding the activities of this effort/project beyond the grant period so that progress will be sustained. Note: Expenses for fundraising activities cannot be requested for/charged to this grant.

A large, empty rectangular box with a light blue background, intended for the user to provide details on sustainability strategies.

# Grant Budget Narrative

Page 7 - 10 consists of:

1. Personnel Salaries
2. Taxes/Benefits
3. Travel
4. Printing/Copying
5. Supplies
6. Equipment
7. Rent/Utilities
8. Other

## Grant Budget Narrative

Describe in detail how grant funds will be allocated and spent in each applicable category. It is required to include a formula in the computation section for how requested costs were determined. All costs must be expendable during the course of the project.

### 1. Personnel Salaries

List each position by title and name of employee, if available. Show the gross annual salary rate and the percentage of the employee's time to be devoted to the grant project.

#	Name/Position	Computation (required)	Amount
1			\$0
2			\$0
3			\$0
			\$0

### 2. Taxes/Benefits

Taxes and benefits (employer's share only) should be based on actual known costs or an established formula. Benefits are for the personnel listed in the personnel salaries budget category (see above).

#	Name/Position	Computation (required)	Amount
1			\$0
2			\$0
3			\$0
			\$0

# Grant Budget Summary

Page 11 consists of:

1. Grant Budget Summary

#	Budget Line Items	Amount
1	Personnel Salaries	\$0
2	Taxes/Benefits	\$0
3	Travel	\$0
4	Printing/Copying	\$0
5	Supplies	\$0
6	Equipment	\$0
7	Rent/Utilities	\$0
8	Other	\$0
		\$0



# Unallowable Grant Costs

- Bad Debts
- Bonuses
- Capital Improvements
- Commissions
- Contingencies
- Contributions and donations
- Entertainment
- Fines, Penalties and Interest
- Food and Beverages
- Fundraising
- Incorporation Costs
- In-person meetings (except trainings)
- Lobbying
- Pre-award costs
- Recognition events and items
- Social activities
- Staff serving cases



# Tips on Preparing a Complete, Quality Application

1. Completely answer all questions
2. Provide unique answers to each question; do not duplicate responses
3. Ensure grant amount requested on Page 1 matches grant budget summary total
4. Show formula/calculation for grant budget amounts
5. Submit all required applicable attachments in a single pdf
6. Be sure to use the latest version of Adobe available

# Attachments

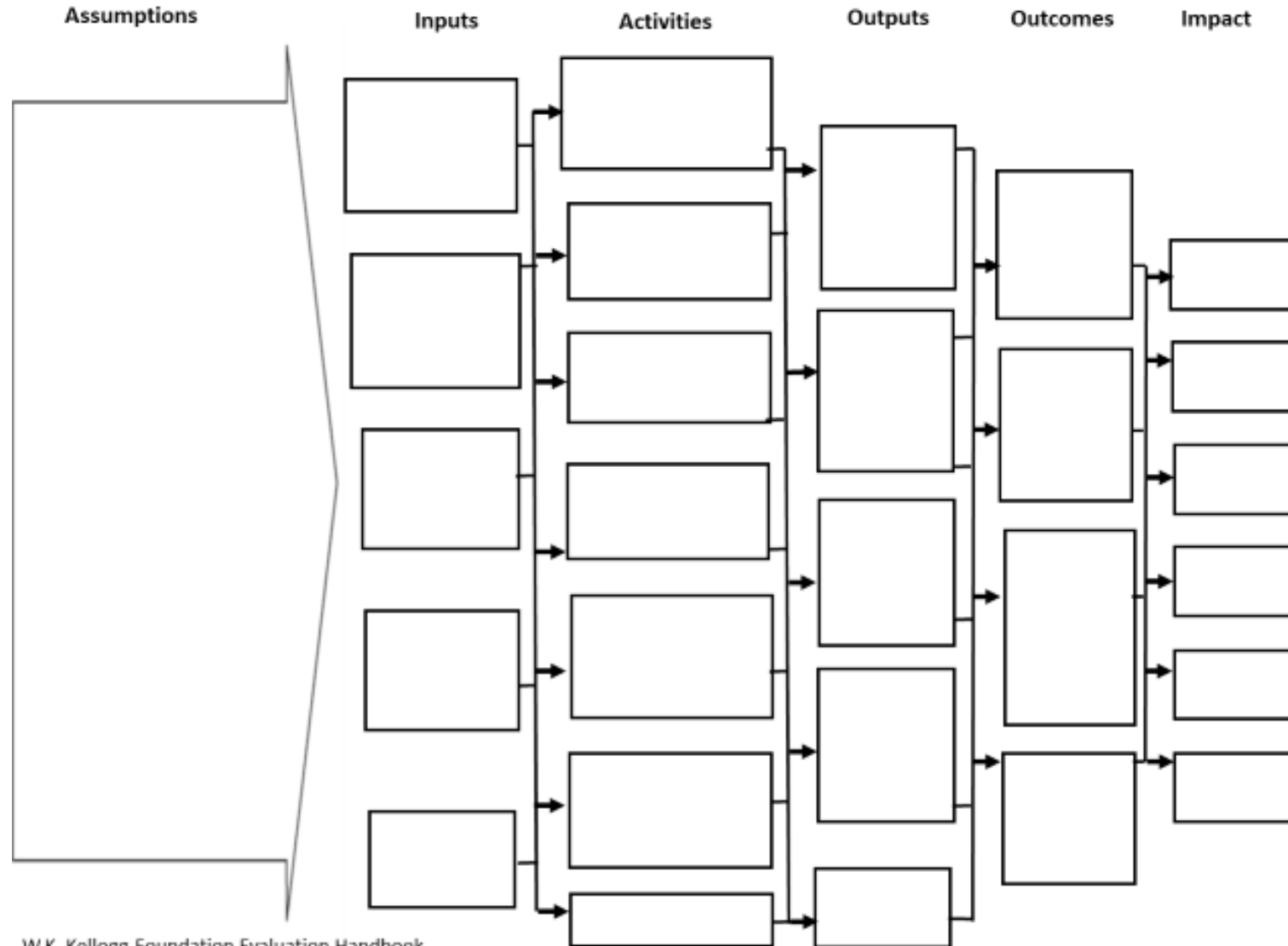
# Growth Plan – Sample Components

- Organizational description
- Historical data
- State/program description
- Needs assessment/feasibility study
- Goals
- Strategies and activities
- Capacity of state organization or local program
- Cost/financial strategy
- Resources
- Partnerships
- Potential risks and barriers
- Map

# Sustainability Plan – Sample Components

- Goals
- Methods to be used to achieve goals
- Action steps/activities
- Resources
- Timelines
- Funding
- Partnerships
- Organizational capacity
  - Organizational capacity encompasses a wide range of capabilities, knowledge, and resources. For example, having enough staff and strong leadership can make a big difference in accomplishing your program goals.
- Program evaluation
  - Assessing your program to inform planning and document results.
- Program adaptation
  - Actions/steps that adapt your program to ensure its ongoing effectiveness.
- Communications plan
  - A communication and marketing plan that actively conveys the goals, successes, and necessity of program to a variety of audiences (e.g., stakeholders, funders, media, etc.).

# Logic Model Components



# Technical Assistance

# Technical Assistance

- Recording of webinar will be posted on National CASA/GAL's Grants webpage
- Application technical assistance available through:
  - August 14, 2020 – Growth/Sustainability and State/Program Start-up Development
- Technical assistance with submission/upload available through the date noted; however, all applications and attachments **must be uploaded by 8:00 AM PT** on the submission deadline date
- *Emailed or late applications will not be accepted*

# Accountability



# 2020-2021 Grants Accountability

- All grantees may be subject to:
  - Accountability calls
  - Narrative reporting
  - Financial reporting
  - Supporting documentation for expenses
  - Financial risk assessments/desk audits
  - Onsite or virtual grant monitoring

Questions?





# Grants Team Members & Contact Information

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# Office of Juvenile Justice and Delinquency Prevention (OJJDP) Disclaimer

***Points of view or opinions expressed in this webinar are those of the presenter(s) and do not necessarily represent the official position or policies of OJJDP or the U.S. Department of Justice.***

Thank You!