

TIME-LINE FOR DEARBORN COUNTY'S CASA GRANTS 2020

September 2019:

Grants are available on our website or you can request an electronic copy via email.

November 2019:

Grants are due on TUESDAY, OCTOBER 15th, 2019

-Must submit 4 copies plus the original

-Mail to: CASA, 423 Walnut Street, Lawrenceburg, IN 47025, postmarked by October 15, 2019

December 2019:

CASA Membership votes on recommended funding to be presented to the County Commissioners.

January 2020:

The recommended grants are presented to County Commissioners for final approval.

Notification of results will be mailed out to all applicants. Grant recipients will receive a Memorandum of Understanding to sign and return.

February 2020:

Early in the month the checks will be mailed to the recipients from the auditor's office.

Grant recipients are required to attend at least 6 CASA meetings and provide two verbal updates within the 2019 grant cycle.

Information for All Grant Recipients

As a grant applicant, you may be contacted by the Grant Committee Members requesting additional information regarding your application. The committee may also request an interview during this process. It is recommended that you thoroughly explain your grant within the written application.

CASA Grant Requirements

All grant recipients must attend at least (6) monthly CASA meetings. They may also participate in events or serve on committees in lieu of the meetings.

If you are a current grantee, this grant award will be conditional until your final report is reviewed and accepted in January.

All grant recipients are required to give verbal update report (scheduled throughout the year) and two written reports (June and December).

All grant recipients must have a working knowledge of the Developmental Assets. The grant request must include reference to the specific Developmental Asset(s) your project will address. The grant reports will require evaluation of the progress or success achieved.

All monies must be spent as agreed and funding not in compliance must be returned to CASA. Any funds not spent by December 31 of grant year, must be returned to CASA. *Failure to comply with any of these requirements will make you ineligible to apply for one year.*

Grantee Budget Documents

Attach your organization's total budget for 2019 and your projected 2020 annual budget.

Provide an itemized budget for the program identified in your grant application. Show where, how and what the money is going to be used for.

PLEASE BE SPECIFIC. IF YOU ARE REQUESTING MATERIALS THEY MUST BE ITEMIZED BY NAME AND COST! *Listing education materials, promotional materials, etc. without the specific name and cost of the item will not be accepted. A detailed budget is mandatory to clarify the spending of your requested grant money. All costs must be itemized.*

CASA GRANT APPLICATION

Dearborn County Community Advocating for Substance Abuse Awareness is an organization through which the community identifies, plans, and support efforts to address the problems of substance use and dependency.

Project Name:

Organization:

Contact Person:

Address:

Phone:

Fax:

Email:

Amount Requested: \$

Signature of Executive Officer: _____

Please indicate the sector you represent. Please only choose 1.

____ Prevention/Education ____ Law enforcement ____ Treatment

Supporting documents for the grant application can be found on our website. These would include the *Search Institute's Developmental Relationships Framework* referenced in the form. *CASA's Problem Statements* are also included. **Please provide detailed support regarding how your program supports this research and how it is working to make positive changes out of the CASA Problem Statements.**

1. Describe your project and include a detailed timeline to accomplish this project from implementation to completion.
2. Is this program evidence based and listed on the NREPP or OJJDP model program site? If this is an evidenced-based program not listed on these sites, please show where it is listed.
3. Is your program administered with fidelity? Explain how you accomplish this. *Fidelity is defined in this application as: a strict adherence to methods or implementation that conforms to your program, the quality of the program delivery, the degree of engaged participants, and clear and measurable outcomes.*
4. What target population will be addressed? Please be specific.

Children (0-5) _____ Children (6-10) _____ Youth (10-14) _____ Youth (15-18) _____

Young Adults (19-25) _____ Adults (25-54) _____ Senior Citizens (55 & over) _____

Underserved population (please check all that apply):

_____ Economically disadvantaged _____ Minorities _____ Other (explain) _____

5. Who will be responsible for the project's implementation? Name and title please. Who will be representing this organization at the CASA meetings? How many of your target population will be served?
6. What are the primary activities or services that will be provided? Describe in detail each one and **HOW THEY APPLY TO ATOD PREVENTION, EDUCATION and/or TREATMENT.**
7. What measurable outcomes will be accomplished?
8. How will you evaluate or measure your success?
9. Which problem statement does this address? (Refer to attached CASA problem statements) and how does this project/program work to address the CASA Mission Statement (listed above)
10. This is concerning the Search Institute's Developmental Relationships (refer to attachment) Choose one of the Developmental Relationships and explain in detail how this program will target the asset and how this will be accomplished?
11. What other funding sources will you be using? How would you fund your project if this grant is not awarded?
12. Please list any partnerships with other agencies in Dearborn County that your organization has engaged in and when and why.
13. Is this an ongoing project? Will you be seeking funds for this program through CASA on an annual basis?
14. In a summary statement - please tie your program to the mission statement of CASA as listed on the first page of this application.

15. Please list the last 3 grants you have received from CASA.

16. Are you a 501(c)(3) established non-profit? If not - explain who will be fiscally responsible.