Statement of the Problem

1. Describe the geographic areas to be supported through this proposal. At a minimum, the county(ies) must be listed. If the entire county is not being served, list the towns/cities is/are being proposed. If the entire town/city is/are not being proposed, list the neighborhood(s).

1. Describe the extent and types of violence children, youth, adults and families experience in this geographic area.

1. Describe additional factors that contribute to the problem this application seeks to address.

Agency Capacity

1. Describe your agency’s ability to manage grants. Include agency’s current annual budget.
2. Describe your agency’s property retention policies and procedures.

Current Violence Prevention Program

1. Describe the current violence prevention programming supported through this proposal. Include the risk and protective factors related to violence prevention that the program addresses.

1. Describe the demographics of the participants engaged in the current violence prevention programming.

1. Describe the requested one-time supports, why the items(s) is needed and how each relate to the current programming.

1. Describe how the one time-supports will be used through June 30, 2021. Note: Selected applicants will have to certify that the purchased items will be utilized for violence prevention activities through June 30, 2021.

1. Describe if the proposed item(s) will be used by other agency programs. For each of the other programs that will use the item(s), include their programs’ budgets, number of employees and the proposed frequency of use.

Goals, Objectives and Performance Measures

Funded programs will be required to submit quarterly progress reports that will minimally include the following information based on the objectives the applicant agencies propose in their response to this solicitation.

|  |
| --- |
| Goal: To support existing violence prevention programs through one-time purchases that enhance the program. |
| Outcome Objectives | **Performance Measures** |
| Procure item(s) by May 31, 2020 to support violence prevention programming. | Date item(s) is/are procured |
| If applicable, install item(s) by May 31, 2020. | Date item(s) is/are installed |
| Begin using item(s) in current violence prevention programming by June 1, 2020. | Date item(s) is/are utilized.  |

Implementation Schedule

Complete the table below, defining each step in the implementation and operation of the proposed program, detailing the staff position responsible for each task and a target date for completion. Do not use staff names. Please add additional lines as necessary.

|  |  |  |
| --- | --- | --- |
| **Task**  | **Staff Position Responsible** | **Date Due** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Submit quarterly data report to the Authority |  | 15th of month after the end of the quarter |
| Submit monthly fiscal reports to the Authority |  | 15th of month after the end of the reporting month |

Grantee Contact

|  |  |
| --- | --- |
| **Name** |  |
| **Title** |  |
| **Address** |  |
| **City** |  |
| **Zip** |  |
| **Phone** |  |
| **TTY#** |  |
| **Fax#** |  |
| **Email address** |  |