5/4/18

**Prevent Child Abuse Council of Delaware County**

**P.O. BOX 1555**

**310 E. MAIN STREET**

**MUNCIE, IN 47305**

**pcadelawarecounty.org**

**GRANT APPLICATION**

**Date of Application:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Grant Amount Request:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Organization/Individual\_\_\_\_ Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Fax:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Responsible party signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Please print:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Title:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

**Contact name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Fax: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date of Grant Implementation:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **\*\*\*\*\*\*\*\*\*\*\*\*\***

**Have you applied to other agencies or foundations for this project? Yes ( ) No ()**

**If yes, please indicate name(s) and amount(s) requested: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Has your organization/or you previously applied for a Prevent Child Abuse Council Grant, Yes () No () If so, for what purpose,-\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date of previous application.:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PCA Grant Application – page 2: 5/4/18**

**The following information is required to complete the grant application as applicable for organizations /or individuals.**

* **Mission statement of the applying organization/ or purpose for the individual applicant.**
* **A list of officers and Board of Directors with affiliations for organization (and 3 letters of support for individual applicants)..**
* **Listing of financial contributions and/or in kind donations.**
* **Copy of organization’s Federal 501c3 IRS tax exemption letter**
* **Brief overview of proposal not to exceed 250 words total**
1. **Project goals and objectives as they pertain to Prevention of Child Abuse Council’s mission and, include the specific need(s) and the relevance to the prevention of child abuse n Delaware County.**
2. **Implementation plan ,include timeline**
3. **Detailed project budget including expected revenue, in-kind contributions and other grants where applicable**
4. **Staff involved in project and their qualifications**
5. **Overall community benefits**
6. **Method of evaluation**

***Grant recipient will complete a \*\*Post-Grant Report using the Post Grant Report form included in the Grant Application*.**

**\*\*Failure to submit the Post Grant Report will make recipient ineligible to apply for further grants.**

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**PREVENT CHILD ABUSE COUNCIL OF DELAWARE COUNTY**

**POST GRANT REPORT**

**Date of this report: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Amount of grant awarded:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name of Organization/Individual:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Individual submitting this report and title:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature:**

**Grant purpose:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**Amount of grant awarded: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. **For equipment grants:**  Attach copies of receipts and invoices and a brief (250 words or less) description indicating the impact equipment purchase had on goals and objectives of the request.
2. **For project grants, complete the following:**
3. Details of the project objectives achieved per original proposal outline.
4. Using the original proposal evaluation method, briefly (250 words or less) indicate the success or failure of the funded project.
5. Attach detailed project budget including how the Prevent Child Abuse Council’s Grant funds were used as outlined in the grant proposal. Include other sources and amounts of additional funding such as donations, fees, other grants and in-kind contributions used to complete the project/program.
6. Attach all copies of pertinent receipts and invoices.
7. Include photo(s) where applicable, of the completed project for documentation and PR purposes.
8. Provide suggestions for improvement of the Prevent Child Abuse Council’s grant application process.

***\*\*\*Completion of each item on this form will constitute a fully completed report.***

**PREVENT CHILD ABUSE COUNCIL OF DELAWARE COUNTY**

 **GRANTS PROGRAM OVERVIEW 5/4/18**

The Prevent Child Abuse Council of Delaware County (PCA) established its Grants Program in order to assist/or to benefit agencies and individuals working with children and families in Delaware County. A committee comprised of members of the Prevent Child Abuse Council’s Board of Directors reviews applications twice a year according to the grant cycle, and makes recommendations for grants to be awarded to the Board of Directors of Prevent Child Abuse Council.

**GRANT GUIDELINES**

* Prevent Child Abuse Council of Delaware County ‘s Grants Program exists to enhance the promotion of its mission and to benefit the children and families of Delaware County in its effort to prevent child abuse through assisting agencies and individuals whose aims are consistent with PCA ‘s mission.

 **ELIGIBILITY for Consideration**

* Applications can be submitted by individuals and nonprofit 501c3 organizations or a unit of government.
* Grants will be awarded up to $2,500 each of the two grant cycles in a year.
* Grant Applications are due by April 1st and August 1st each year and will be reviewed by the PCA Grants Committee. Applicants can expect notification of award status by May 31st and October 1st respectively.
* Each Grant cycle is limited to $2,500 total awards.

***The Prevent Child Abuse Council of Delaware County operates without discrimination as to age race, religion, gender, National origin, disability or that perceived as a disability in the consideration of grant requests. Likewise, the Prevent Child Abuse Council of Delaware County does not knowingly support programs that negatively discriminate based on the aforementioned factors.***

**\*Individuals/organizations who have been awarded prior grants through PCA must have complied with all reporting requirements and be in good standing before submitting another request.**

**GRANT PROCEDURES:**

* The PCA Grants Committee will review grant applications received by April 1st and August 1st of each year respectively. The application deadlines and forms may be obtained and completed online at the PCA website pcadelawarecounty.org and mailed with additional materials to:

 **Prevent Child Abuse Council of Delaware County**

 **315 E. Main Street,**

 **PO Box 1555**

 **Muncie IN 47305**

The PCA grant application form and the information requested therein must be provided when submitting an application in order to be considered.

* The PCA Grants committee will review each grant and requires from each grantee a completed **Post Grant Report** containing all pertinent information on the grant program final report-project and expenditures and evaluation within the requested -60 days from implementation of the requested support activity.