



Local Management Board for Children's & Family Services of Kent County

COMMUNITY ENRICHMENT GRANT OPPORTUNITY

Funding for this opportunity is made available to the Local Management Board for Children's & Family Services by the Children's Cabinet Interagency Fund via the Governor's Office for Children. The rules that apply are specific to seeding new, locally driven initiatives to fill gaps or to enhance existing programs (adding a totally new idea or component to an existing program, not simply expanding what already exists) that have made a marked difference in affecting indicators identified for Kent County's priority result areas. Funding is not provided to sustain programs, but rather move programs to evaluate and take action to improve outcomes in the community.

Earned Reinvestment Procedures

Community Enrichment Grant funds will be set aside for one-time-only projects in Kent County. Depending on the number of proposals, budgets may be funded in whole or in part. Cumulative funding for all proposals will not exceed \$25,000 per quarter. Funding is limited to the following categories:

***Equipment/Supplies** (e.g. computers, data tracking software, program equipment, etc., that increase program capacity or services, replacement equipment will not be considered)

***Training** (e.g. capacity building for staff, train the trainer, curriculums, etc.)

***Consultant** (e.g. strategic planning, accessibility to data/indicators)

***Renovations** (e.g. capacity building for additional services, ADA Compliance, etc. routine maintenance, building upkeep or "sprucing up" which does not increase services or capacity will not be considered)

All projects must impact one or more of the Priority Result Areas and Indicators below:

Healthy Children

- Decrease Substance Abuse
- Increase access to and awareness of Behavioral Health services

Children Successful in School

- Reduce Absence from School
- Increase Academic Performance
- Decrease Drop-Out Rate

Stable & Economically Independent Families

- Reduce Child Poverty
- Reduce Out-of-Home Placements
- Increase access to Child Care
- Increase Workforce Development
- Increase Developmental Assets
- Increase Family Support Opportunities
- Community Center

Proposals must be submitted by 4:00 p.m. on the following dates: January 28, 2008; April 25, 2008; July 25, 2008; October 24, 2008; January 23, 2009 and April 24, 2009. Submissions received after the due dates will be held for the next evaluation cycle. At this time, no proposals received after April 24, 2009 will be considered for funding. This opportunity will provide funding through June 30, 2009.

The proposal must include:

- 1) Cover Page with Contact Information and Title of Project
- 2) Project Description
- 3) Project Time Line
- 4) Itemized Spending Plan and Budget
- 5) One hard copy must be submitted to the LMB office, and one electronic copy of the proposal must be submitted to rlepter@kentgov.org by 4:00 p.m. on the dates mentioned above.

Organizations may apply twice per fiscal year (July 1-June 30), but requests may not be submitted for the same category of funding.

The LMB Director will be the staff person to answer vendor questions. If she is not available, the Program Monitor will take questions and the Director will get back to vendors prior to staff/program committee meetings to determine recommendations to the Board.

A Scoring mechanism is used and is based on the following:

- 1) Is the idea one time only in nature?
- 2) Does the project description show a clear link to the prioritized results/indicators?
- 3) Is there a clear and feasible timeline?
- 4) Is the idea cost effective with an itemized spending plan?
- 5) Does the renovation or equipment purchase provide for additional program capacity, services or participants?

Funding Restrictions:

- 1) Earned reinvestment dollars MAY NOT be used to supplant existing funding.
- 2) Requests for ongoing program funding or for salary expenses will require a concrete plan for future sustainability, such as a documented commitment from another entity to provide needed funding. A proposal to seek funding, investigate foundation grants, or other tentative action is not a valid sustainability plan. Ongoing programs are required to become self-sustaining.
- 3) Earned reinvestment funds cannot be used for program expansion with ongoing operating costs or to implement new programs that are not self-sustaining.
- 4) Proposed budgets may be funded in whole or in part. Depending on the number of submissions, the Kent County Local Management Board may provide partial funding to as many requests as possible, not to exceed \$25,000 per quarter.
- 5) Funds MAY NOT be used to supplement the local tax base or to provide tax cuts.

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LMB staff and the LMB Program Committee will meet to make recommendations on proposals. Recommendations will be based on the scoring mechanism and the discussion of how these requests will fit into the overall needs of Kent County. The recommendations will be sent to LMB Board members prior to the next Board Meeting.

Board Members are to bring questions to the Board Meeting for discussion. Ten (10) minutes will be scheduled at each Board Meeting to discuss LMB staff recommendations. At the end of 10 minutes a vote will be taken.

After proposal submissions are selected and approved, the LMB must submit a request to the Governor's Office for Children for final approval.

If a proposal is not funded during that quarter, a letter will be sent advising the organization whether the request was or was not appropriate for funding and why. If appropriate, organizations will be encouraged to resubmit in the future.

All awards are contingent upon approval from the Governor's Office for Children. Applicants selected for funding must enter into a Contract or Memorandum of Agreement with the Local Management Board for Children's & Family Services of Kent County and adhere to all contract requirements of the LMB including, but not limited to fiscal procedures, program reporting and monitoring requirements, inventory control procedures, and retention of records policies, etc. In addition, all Contractors must adhere to all additional terms and requirements of the Maryland Governor's Office for Children as set forth in the current Local Management Board Policies and Procedures Manual, which can be found at www.ocyf.state.md.us

The Local Management Board for Children's & Family Services of Kent County reserves the right to discontinue the Community Enrichment Grant Opportunity at its discretion.

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