



## **Capacity-Building Grant Guidelines 2010-2011**

The Council for Children & Families is pleased to announce that funding will be available beginning July 1, 2010 for community-based family support and child abuse prevention programs throughout Washington.

### **FUNDING FOCUS**

The Council for Children & Families (CCF) seeks to develop, expand or replicate innovative, research-based program models through funding program services and engaging agencies in capacity-building.

We support four approaches to family support which have proven to be highly effective in reducing child abuse and neglect:

- **Home Visiting Services**
- **Parent Support & Mentoring Programs**
- **Parent Training & Education Programs**
- **Crisis Nursery / Respite Services**

We strongly encourage applications from programs serving families of children aged birth to three. Applications from programs serving communities of color, fathers, and families of children with special needs are also encouraged. Funding is specific to prevention programs.

### **No more than 20% of program participants may be involved with Child Protective Service (CPS).**

#### **PROTECTIVE FACTOR**

CCF is now operating under our new Protective Factor framework that aligns with both the federal and CSSP Strengthening Families Protective Factor frameworks and strengthens our bridging work with the early childhood/early learning field. Each CCF-funded program will be required to address at least one of the following Protective Factors with the exception of Children's Social Emotional Competence. CCF currently has no plans to fund programs that choose only this factor.

- **Nurturing and Attachment**
- **Knowledge of Parenting and Child Development**
- **Parental Resilience**
- **Social Connections**
- **Concrete Support for Families**
- **Children's Social Emotional Competence**

#### **WHO SHOULD APPLY**

CCF provides funding for community-based programs serving Washington State. Funding is available to any non-profit agency, government entity or faith-based organization.

#### **FUNDS AVAILABLE**

We intend to fund up to five new programs in 2010-2011. The funding cycle is limited to three years. Programs are evaluated each year to determine continued support. Funding requests must not exceed the following:

**First Year: \$50,000**  
**Second Year: \$35,000**  
**Third Year: \$20,000**

Programs considered for funding must have matching funds from other sources. This may include other government and foundation grants, private contributions and in-kind donations of space, materials and service. Matching requirements relate to the total program budget (not the CCF request) and are as follows:

**First Year: 25%\***  
**Second Year: 35%**  
**Third Year: 50%**

*\* Example: If you are requesting the maximum of \$50,000 for your first year, the minimum match requirement is \$16,667.*

### **CAPACITY BUILDING FOCUS**

CCF grantees are **required** to engage in a process to build or expand evaluation of their program. The goal of these efforts is to increase the effectiveness of prevention services across Washington. We seek to fund agencies that recognize the significance of the evaluation process in achieving service quality and achieving outcomes. Along with delivering program services, funded programs are expected to increase technical abilities by developing logic models, evaluation plans and measurement tools and to collect report and reflect on outcome data to influence program development. To increase technical abilities programs must have the capacity to work effectively with CCF through the coaching and technical assistance relationship. To further help programs achieve success and sustainability; we provide the following to all funded programs:

- **Technical Assistance for Program Development**
- **Outcome & Evaluation Coaching**
- **Training Opportunities**
- **Resource & Research Information**
- **Marketing & Public Relations Assistance**
- **Peer-to-Peer Networking Opportunities**

### **HOW TO APPLY**

The Letter of Intent (LOI) template was be available on the Council for Children & Families web site, [www.ccf.wa.gov](http://www.ccf.wa.gov) on September 2, 2009.

The form is limited to one cover page, two narrative pages, and one budget summary page. Use no less than 11 point font.

### **Program Intent and Structure**

The following sections must be included in your narrative:

- Project description - include methodology and population to be served.

- Relationship of project to child abuse and neglect prevention. Indicate theory or research that supports program design.
- Identify the primary protective factor goal.
- Indicate projected first-year outputs. Include number of parents and children to be served.
- Description of your organization. Include agency's experience in providing prevention services and work with target population. Note any history of previous CCF (formerly WCPCAN) funding.
- Amount of CCF funding requested. Note the anticipated amount of matching funds in your budget.

The Council for Children & Families believes the capacity of community-based services is enhanced through community involvement. **Community volunteers** and **parents** must have meaningful roles in your project.

### **SUBMISSION DEADLINE – NOVEMBER 6, 2009**

The Letter of Intent is due at the Council for Children & Families office by 4:00 pm, November 6, 2009.

Late applications will not be considered.

#### **Submit ten copies by mail to:**

**Lynette Boado, Program Specialist  
Council for Children & Families  
605 1<sup>st</sup> Avenue, Suite 412  
Seattle, WA 98104**

#### **Selection Process and Timeline:**

December 30, 2009: Finalists selected to complete full application

March 12, 2009: Final proposals due from finalists

May 28, 2009: Grant awards announced

Visit our website at [www.ccf.wa.gov](http://www.ccf.wa.gov) for additional information regarding our grant process, including frequently asked questions (FAQ).

**Our mission is to promote the optimal development of children and families by leading Washington State in its efforts to prevent child abuse and neglect.**

**In addition to funding, the Council for Children & Families provides a knowledge base of technical assistance to work in partnership with programs to help them achieve improvements on specific indicators linked to child safety and well being. We believe this level of investment is the best means to assure that community-based prevention programs remain sustainable once our funding cycle has ended.**

***CCF is funded in part through a federal Community-Based Child Abuse Prevention Grant (CBCAP).***

**CCF and our partners agree that no person shall be subjected to discrimination in this agency or its contractors because of race, color, national origin, gender, sexual orientation, age, religion, creed, marital status, disabled veteran status, Vietnam-era veteran status or disability. This applies to every aspect of our programs, practices and activities, as well as to our vendors, grantees, sub-grantees, licensees, contractors and subcontractors. CCF takes pride in our smoke and drug-free environment and one free of discrimination.**