

Guidelines for Prevention Grants

* All information is located on the CB webpage at [www.childrensbureau.org](http://www.childrensbureau.org). Follow the link Instructions for Prevention Grants-Region 14
* All letters of intent should be NO more than 3 pages and are due on April 6th, 2018 before 5 pm. All agencies submitting grants will receive an acknowledgement email once the letter of intent is received. All letters of intent must be emailed to ALL of the following:

Jill Kelly, [jkelly@childrensbureau.org](mailto:jkelly@childrensbureau.org)

Rachelle Steele, [rsteele@childrensbureau.org](mailto:rsteele@childrensbureau.org)

Trace Eggleston, [traci.eggleston@dcs.in.gov](mailto:traci.eggleston@dcs.in.gov).

* Please keep in mind that all money allocated includes of the 7.5% admin rate
* Please keep in mind that an additional meeting will be held, as a group, when funds have been allocated. This meeting will include receiving MOU’s, invoices, and a more detailed discussion of billing, fingerprints, etc.

Requirements to be eligible for Brokered Dollars:

* Must provide proof of liability insurance
* Must comply with state requirements regarding criminal checks, cps checks, fingerprinting, and local law enforcement checks
* Must provide services to children and families not involved with the Indiana Department of Child Services or Juvenile Probation