



## Guidelines for Prevention Grants

- All information is located on the CB webpage at [www.childrens-bureau.org](http://www.childrens-bureau.org). Follow the link Instructions for Prevention Grants-Region 10
- All letters of intent should be NO more than 3 pages and are due on May 31st, 2019 by 4 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:

Rachelle Steele, [rsteele@childrens-bureau.org](mailto:rsteele@childrens-bureau.org)

Linda Hayes, [lhayes@childrens-bureau.org](mailto:lhayes@childrens-bureau.org)

Peggy Surbey, [peggy.surbey@dcs.in.gov](mailto:peggy.surbey@dcs.in.gov).

- Please keep in mind that all money allocated includes 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