

# Strengthening Plumas Families

*Mini-Grants  
2018-2019*

**Deadline for All Applications: April 5, 2019**

**Plumas Children's Council  
270 County Hospital Rd, Ste. 207  
Quincy, CA 95971**

Questions may be directed to the Council Coordinator by  
e-mailing [briannamartin@countyofplumas.com](mailto:briannamartin@countyofplumas.com)

## About Plumas Children's Council

The Plumas Children's Council (PCC), Plumas County's Child Abuse Prevention Council, was established in 1988 by the Board of Supervisors under the mandates of the California Welfare and Institutions Code Section 18965, et seq. The purpose of the Council is to advise and assist the Board of Supervisors in matters relating to the prevention of child abuse, endangerment and neglect, and family preservation and support services and to administer the County Children's Trust funds.

The Mission of the Council is to prevent the abuse of children in Plumas County and to facilitate the planning and development of effective systems for prevention, intervention and treatment of child abuse and neglect and family preservation and support services.

## Funding Guidelines and Allocations

### Eligible projects:

- ▷ The Children's Council will be funding:
  - **Services that provide Parent Support and/or Services for Caregivers or future Caregivers (teens) that increase their knowledge of Child Development**
  
- ▷ Projects will also include one or more of these Protective Factors:
  - **Parental Resilience**
  - **Social Connections**
  - **Knowledge of Parenting**
  - **Concrete Support in Times of Need**
  - **Children's Social and Emotional Development**
  
- ▷ Funds may be used for one-time events.
  
- ▷ Funds may be used for new projects or to supplement existing services. Funds may not Supplant existing programs or projects.
  
- ▷ Funds may not be used for equipment or electronics.

Projects that meet the applicant and project eligibility guidelines may apply for funding by completing and submitting the attached application. Applicants may request a maximum of \$1,500 in Mini-Grant funding per application. A total amount of \$15,000 has been set-aside for Mini-Grants for fiscal year 2018-2019. The final date to submit a mini-grant application for the 2018-2019 fiscal year is **Friday, April 5, 2019**. All funds must be expended by **June 30, 2019** and all invoices are due no later than **July 12, 2019**.

### Applicant Eligibility:

An eligible applicant must be a community or faith-based nonprofit organization, agency, college, school, or a municipality or unit of government located in Plumas County with programs that have demonstrated effectiveness in reducing the risk of child abuse and that serve the needs of children and their families.

### Grantee Responsibilities:

After receiving grant funds, grantees will need to keep track of their grant activities and budget expenditures on an on-going basis. A one-time budget expenditure and project evaluation report will be required by all projects by **July 12, 2019**. The budget expenditure and evaluation report form is attached to this application. Technical Assistance to complete the reports will be provided by the Council Coordinator if requested by the grantee.

### Application Instructions and Deadline:

In order to be considered for funding the completed Mini-Grant application should be emailed as a word document or PDF to [briannamartin@countyofplumas.com](mailto:briannamartin@countyofplumas.com). An email acknowledgement will be sent when the application is received. Alternately, four hard copies of the Mini-Grant application may be submitted by mail to Plumas Children's Council, 270 County Hospital Rd, Ste 207, Quincy, CA 95971. All applications must be **received by 3:00 p.m. on Friday, April 5, 2019**. Faxed copies will not be considered, nor will postmarks.

The Children's Council Grant Committee will review all applications and their recommendations will be presented to the full Council for a vote. Once the Council has approved funding for a project, the grantees will be notified, contracts will be developed, and the awarded funds will be released to the grantee. Funding will be contingent on the grantee meeting Plumas County requirements for Insurance, Workman's Comp, etc.

The Council reserves the right to reject any or all proposals or to modify the amount of funding requested if such funding and/or appropriations are not forthcoming or otherwise limited by the California Department of Social Services.

Additional Mini-Grant applications are available by e-mailing a request to:

[briannamartin@countyofplumas.com](mailto:briannamartin@countyofplumas.com)

**PLUMAS CHILDREN'S COUNCIL**  
**2018-2019 Mini-Grant Application**

**Project Title:** \_\_\_\_\_

**Amount Requested:** \_\_\_\_\_

**Project Start Date:** \_\_\_\_\_ **Project End Date:** \_\_\_\_\_

**Organization/Fiscal Agent:** \_\_\_\_\_

**Project Contact:** \_\_\_\_\_

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

**City:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

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

**E-Mail:** \_\_\_\_\_

**Answer the following eight (8) questions using no more than 5 pages total:**

1. Describe the proposed project.
  
2. How will the project provide Parent Support and/or increase the knowledge of Child Development and build any other Protective Factors for the Caregivers that it serves?
  
3. Who will the project serve, how many children and families, and how often? What is the geographic area in Plumas County to be served by the project?
  
4. What are the qualifications (professional credentials, experience and training) of the individual(s) responsible for the project activities? Will more than one agency or individual work on this project? If so, what are their roles and contributions to the project?

5. List the project's activities and when each activity will occur:

Project Activity	Timeline (When will the activity occur?)

6. Provide the following brief budget. Please be specific.

<b>Salaries and Wages:</b>	
<b>Materials and Supplies:</b>  <b>Food:</b>  <b>Other:</b>	
<b>Total Amount Requested:</b>	

7. Describe your agency's mission and history. What programs do you provide? How long have you been providing them? Note any evidence that will confirm the quality of your services.

8. What type of evaluation process will you use to show that the proposed project provided Parent Support and/or increased the knowledge of Child Development for the Caregivers or future Caregivers that were served?

## PLUMAS CHILDREN'S COUNCIL

### 2018-2019 Mini Grant *Project Evaluation and Expense Form*

**Evaluation:** The purpose of the evaluation of grants is to document not only what you have done, but what has been achieved; what change has occurred? Please evaluate the success and challenges of your project by answering these questions.

1. Describe the activities and accomplishments of the project. How many Parents, Caregivers or future Caregivers were served, and how often?
2. How did this grant provide Parent Support and/or help to increase the knowledge of Child Development for those Caregivers or future Caregivers that were served? Describe the evaluation process that was used to document this increase. What other Protective Factors were increased for those who participated in your project?
3. Attach samples or photos of the project if appropriate. Describe any lessons learned from this project that could be useful to PCC or others providing Family Strengthening services.

**Expenses:** The purpose of the expense report is to document how you have spent the grant funds. Keep all receipts and project records for a minimum of three (3) years after the completion of the project.

<b>Salaries and Wages:</b>	<b>\$</b>
<b>Materials, Food, and Supplies, (Please list all purchases):</b>	<b>\$</b>
<b>Other:</b>	<b>\$</b>
<b>Total Expended:</b>	<b>\$</b>

Complete and return this form following expenditure of funds, or at the end of the project, but no later than **July 12, 2019**. You may use as many pages as necessary.

Return to: [briannamartin@countyofplumas.com](mailto:briannamartin@countyofplumas.com)  
or mail to

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