



North Carolina Department of Health and Human Services Division of Social Services

325 North Salisbury Street • Raleigh, North Carolina 27603
Courier # 56-20-25

Michael F. Easley, Governor
Carmen Hooker Buell, Secretary

Pheon E. Beal Director
(919) 733-3055

July 5, 2001

Dear County Director of Social Services and Community Child Protection Team Chairperson

Subject: **2001-2002 Community Child Protection Team Grant**

The Division is pleased to announce the availability of the fourth Community Child Protection Team (CCPT) Grant. The broad purpose of the grant program is to enable CCPTs to implement innovative approaches to enhancing child protection in their local communities. Proposals are now being requested for 2001-2002 grants.

During March 2001, North Carolina's child welfare system was reviewed by the Administration for Children and Families of the United States Department of Health and Human Services. Review findings indicated a need to expand the scope of "in-home" services to families in which county DSS staff are involved as a result of a substantiation of child abuse or neglect. County DSS staff know these services as "CPS Case Planning/Case Management" (see brief description at end of page 2). Specifically, the review cited a need to focus additional attention to the educational needs of children in these families.

The specific purpose of the 2001-2002 Grant, therefore, is to challenge local CCPTs to develop and implement creative strategies to improve the academic performance of children in families that are receiving CPS Case Planning/Case Management Services. Examples of such strategies include but are not limited to supporting the cost of:

- participation in a formal academic improvement program (e.g. Sylvan, etc.)
- tutors for home-based academic improvement services
- school-sponsored extra-curricular activities
- initiating or expanding an academic improvement program in a Family Resource Center
- improving access to educational assessment services

Bear in mind that these strategies are examples only. Each CCPT has the opportunity to develop a grant proposal that considers the particular academic needs of the children in each county as the educational needs relates to broader aspect of child protection.

Community Child Protection Team Grant

July 5, 2001

Important considerations for CCPT grant funding are:

- Projects must be innovative
- Projects must have measurable outcomes related to improved academic performance of children of families receiving CPS Case Planning/Case Management Services
- Grant requests may not exceed \$50,000 per year
- Grant funds must be fully expended by May 31, 2002
- **The deadline for submitting the CCPT grant application is August 15, 2001**
- Community Child Protection Teams must be able to document compliance with the applicable statutory requirements to submit a grant application
- CCPT grant funds for 2001-2002 cannot be used to fund existing programs or projects that are funded or have been funded in the past by sources other than the Community Child Protection Team grant.
- The county Department of Social Services must agree to be the fiscal agent for the project.

Instructions for the submission of proposals are attached. All proposals must be received by **August 15, 2001**. Applications will not be accepted by fax. The selection of approved projects will be finalized by August 29, 2001. Please direct questions or comments about the CCPT grant to Phyllis B. Fulton at **N.C. DIVISION OF SOCIAL SERVICES, CHILDREN'S SERVICES SECTION, 2408 MAIL SERVICE CENTER, RALEIGH NC 27699-2408** or telephone # 919-733-4622. Please note that the address for Phyllis Fulton is not the address in the Division's letterhead.

Sincerely,



Charles C. Harris, Chief
Children's Services Section

CCH/pf

CS-21-2001

cc: Pheon E. Beal
Nancy Coston
Local Support Managers and CPRs
Children's Services Team Leaders
Local Business Liasons

***Case Planning/Case Management Services** – This are in-home services provided by county DSS child welfare staff to families that have been substantiated for child abuse, neglect or dependency. Services are provided to correct situations or conditions within the

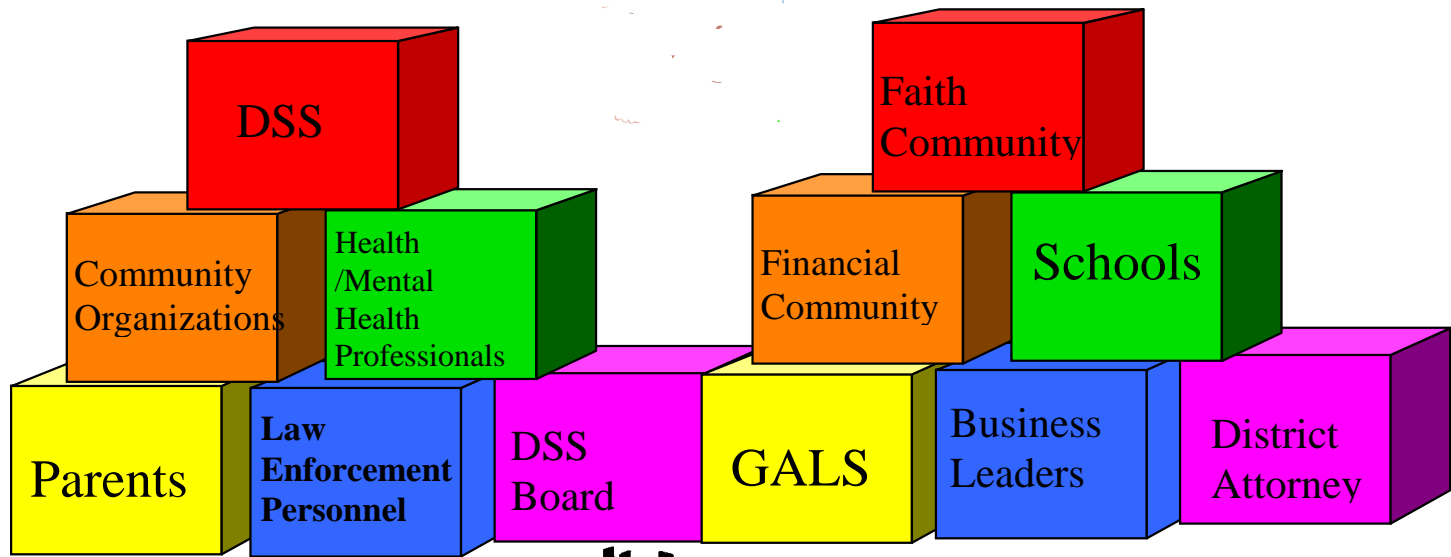
family that causes a child to be unsafe. These services are provided as a means to maintain a child with his or her family.

CCPT Grant Assessment Outline

1. What are the unmet educational needs of children in families that are receiving CPS Case Planning/Case Management Services? What are the challenges/barriers to improving the academic performance of these children?
2. What is the availability of services in our community to address these unmet needs? Who can help us to identify and assess the “pros and cons” of alternative strategies to improve the academic performance of these children? Do we need improved access to services that already exist, an expansion or targeting of services that already exist, or the development of new services?
3. How will we measure the effectiveness (i.e. outcomes) of our proposed plan?
4. How will we develop community support for the proposed plan? Will our community be able to sustain this effort beyond the grant period if it proves to be successful?

2001-2002

**Community Child Protection Team
Grant Application**



**DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF SOCIAL SERVICES**

Children's Services Section

Community Child Protection Team Opportunity Grant

Background

Community Child Protection Teams were established in North Carolina in 1991. The duties and responsibilities of the team were adopted as North Carolina Administrative Code 41I .0400. The original purpose and composition of the team were further formalized and expanded by G.S. 143-576, effective July 1, 1993.

Nature and Purpose of the Community Child Protection Team

The Community Child Protection Team (CCPT) is an interdisciplinary group of community representatives in each county who meet regularly to promote a community-wide approach to the problem of child abuse and neglect. Teams are composed of representatives of community agencies and organizations as well as other citizens who have an interest in protecting children. The responsibilities of the CCPTs include the review of active child protective services cases; the review of certain child fatalities, the review of other cases at the request of CCPT members, the analysis of information received from the reports and advocacy for local resources to meet the needs of families and children. The CCPT also is required to present an annual report to the Board of County Commissioners about the state of child protection in the county. CCPT also serve as the citizen review panels as required by the federal Child Abuse Prevention and Treatment Act (CAPTA), which requires teams to review active Child Protective Services cases.

Recognizing that CCPTs frequently require funding to demonstrate the effectiveness of their ideas on better child protection, the purpose of the Community Child Protection Team Grant is to enable CCPTs to implement innovative approaches to enhancing child protection in the community.

Availability of Funds

A total of \$250,000 is available for the CCPT Grant program. The N.C. Division of Social Services annually awards grants of up to \$50,000 on a competitive basis following the review of specific proposals from interested CCPTs. The county Department of Social Services must agree to be the fiscal agent for the project.

Review Process and Funding Decisions

The closing date for the receipt of the application is **5:00 p.m. on August 15, 2001**. Applications received after **5:00 p.m.** will not be included in the grant application review process. It is advisable that you retain a mail receipt that verifies the date of the application. Applications received by the deadline will be reviewed and scored competitively. Applications will be scored by children's services professionals from public and private agencies. Scoring criteria is listed later in the announcement. To the greatest extent possible, efforts will be made to ensure that funded projects reflect the broadest possible range of innovative strategies and approaches within counties of various sizes and resources.

Evaluation Criteria

A panel of reviewers from the field of child services and community organization will review applications. To facilitate this review, applicants should ensure that they address each minimum requirement for each section of the application.

The reviewers will determine the strengths and weaknesses of each application using the evaluation criteria listed below, provide comment and assign numerical scores. The point value following each criterion heading indicates the maximum numerical weight.

All applicants will be evaluated against the following criteria:

(This information must be in narrative format)

1. Objective and Need for Assistance

The application pinpoints relevant **academic performance** problems requiring a solution; and **demonstrates the need** for the assistance of the grant. The proposal must indicate the approximate **number of children** to be impacted by the grant activity.

2. Approach

Points for this category will be based on the extent to which the application outlines a sound and workable **plan of action** pertaining to the academic performance of children in families receiving CPS Case Planning/Case Management Services. It details the scope of the project and how the proposed work will be accomplished; cites factors which might accelerate or decelerate the work, giving acceptable reasons for taking this approach; **describes and supports any unusual features** of the project. The approach section should also include a **listing of the activities** to be carried out in chronological order, showing a reasonable schedule of accomplishments and target dates. The section also explains the extent to which the project will **be evaluated internally** and the method used to evaluate the success of the project.

3. Results and Benefits Expected

Scoring for this category will be based on the extent to which the application **identifies, in clear and measurable terms, the results and benefits** to be derived and how they are consistent with the purpose of the grant. The extent to which the proposed project cost is reasonable in view of the expected results.

4. History of past actions/activities of CCPT

This category will take into account how well the CCPT has functioned in recent years. Focus will be on member participation and how committed members are to attend meetings, actively participate in case reviews and contribute to the overall success of the team. Teams will be judged based on team motivation, innovative approaches to child protection in the community through community education, media involvement, and collaboration of services. The annual report to the Board of County Commissioners should be included in the grant application packet. This report should reflect needed community resources and family dynamics that impact the care families provide for children, based on CCPT case reviews. Grant applicants should include summaries of recognition or awards the CCPT received for services to the community. Grant applicants must also submit evidence supporting the team's activities that have informed the community of the CCPT's existence.

5. Collaboration

Each application must list the CCPT members that participated in developing the project for which funds are being applied. At least seventy-five percent of the membership must participate in this team activity.

6. Budget Information

Grant applicants must submit a detailed budget to reflect how funds will be used. Funds may be used for project activities, training related to the project activity, supplies and operating cost, equipment, etc. The total amount of the Grant Award must be reflected on the budget form.

Application Requirements

- 1. An original application packet and four (4) copies.**
- 2. List of CCPT members, the members' mailing addresses, and the members' agency or organization.**

Interested parties should complete the attached application form, including the required attachments. Phyllis Fulton, Community Child Protection Team coordinator must receive the completed application and attachments (original plus seven copies), by **5:00 P.M., August 15, 2001**. Please use staples to bind each package together.

**Mail application to: PHYLLIS B. FULTON
N. C. DIVISION OF SOCIAL SERVICES
CHILDREN'S SERVICES SECTION
2408 MAIL SERVICE CENTER
RALEIGH, NC 27699-2408**

Questions

Phyllis Fulton may be contacted with questions or comments about the grant. She can be reached at **919-733-4622** or by **Fax # 919-715-6714**.

Notification

Applicants will be notified of funding decisions **BY after AUGUST 29, 2001**. Awardees may be required to provide additional documents or information.

Funds will be issued to grant recipients on a reimbursement basis through the local Department of Social Services. Expenditures can begin upon notification of a successful application.

Teams are required to maintain a monthly activity report. The Division will make at least two site visits during the grant period. During the visit, the CCPT coordinator will review project progress, measurable outcomes to date, how funds have been spent, and may meet with families that have received benefits from the project. Projects that rate a successful outcome may request a second year funding.

Application Format

In order for your grant application to be considered, please respond to the following items. You may type the information or print clearly.

I. Face Sheet:

- ◆ All grant applicants must use the face sheet included with the application packet.

II. Application For Community Child Protection Team Grant

III. Statement of Need:

- ◆ Explain why your geographic area needs the proposed program or project. Why should CCPT be selected for this project? Specify the amount of grant funds you are seeking. Up to \$50,000 may be requested. **Limit to one page, single-sided, labeled as Statement of Need.**

IV. CCPT Self-Evaluation:

- ◆ Explain in detail how the team has functioned in recent years. Take into account participation, attendance at meetings, increasing public awareness about the problems affecting families, team diversity, innovative approaches to child protection, collaborative efforts in case resolutions, etc. It is important to describe what methods the team has used to inform the community about CCPT and how the community can be involved in the CCPT process. **Limit to two pages, single sided, labeled as CCPT Self-Evaluation.**

V. Program Description:

Applications should reflect an understanding of the Children's Services goals and how child protection is a community responsibility.

- ◆ Describe purpose of the project or activity in detail.
- ◆ Approximately how many individuals will benefit from the proposed project?
- ◆ Describe activities of CCPT members in the accomplishment of the proposal.
- ◆ Describe any unique characteristics of the proposed program.

Limit the above to three pages, labeled as Program Description

VI. Community Support

- ◆ Describe how the local community will be involved in the proposed project, i.e. media coverage, open forums, advertisements, etc. **Limit the above to one page, labeled as Community Support.**

VII. Plan of Action

- ◆ Describe the plan of action that will result in the implementation of the proposed project or activity. Descriptions should include start dates and ending dates. If the proposal is divided into parts, please indicate the start and end date of each part. All end dates must not go beyond June 30, 2002. **Limit the above to one page, labeled as Plan of Action.**

VIII. Program Budget

- ◆ Describe in narrative format the program's budget. Complete the attached Proposal budget form. All projects must be completed by **June 30, 2002**. All grant funds must be fully expended by **May 31, 2002**. Budgets should reflect these time frames.

IX. Annual Report to the Board of County Commissioners

- ◆ **Submit the January 2001 report with the grant application.**

**DIVISION OF SOCIAL SERVICES
COMMUNITY CHILD PROTECTION TEAM GRANT APPLICATION
FACE SHEET**

NAME OF APPLYING AGENCY OR ORGANIZATION: _____

ADDRESS: _____

COUNTY: _____ CCPT CHAIRPERSON _____

GRANT CONTACT PERSON: _____ TITLE: _____

TELEPHONE # ____/____/____

FAX #: ____/____/____

ADDRESS: _____

TOTAL FUNDS REQUESTED: \$ _____ FEDERAL TAX ID #: _____

AUTHORIZATION

We, the undersigned, have read and understand the requirements contained in the grant and hereby make application for the funds. All expenditures shall be in compliance with grant requirements.

Chairperson

Date

Department of Social Services Director

Date

Board of County Commissioner Member

Date

CCPT Members

Please complete this page as presented. This will be page one of the application packet. Submit the original and four (4) copies of the grant application packet using this format: I. Face Sheet, II Application for CCPT grant form, III Statement of Need, IV. Program Description, V. Community Support, VI. Plan of Action and VII. Program Budget. Please use staples to bind each package together.

**APPLICATION FOR
COMMUNITY CHILD
PROTECTION TEAM GRANT
(PLEASE TYPE)**

		1. DATE REVIEWED BY LOCAL CCPT -----/-----/-----	2. DATE RECEIVED BY NCDSS -----/-----/-----
3. FREQUENCY OF MEETINGS MONTHLY ___ QUARTERLY ___ OTHER _____	4. FUNDED <input type="checkbox"/> YES <input type="checkbox"/> NO		5. DID YOU RECEIVE FUNDING FOR THIS PROJECT DURING 2000-2001 AND NEED FUNDING TO COMPLETE THE 2001-2002 PROJECT? <input type="checkbox"/> YES <input type="checkbox"/> NO
6. Have you applied for or are you receiving funds from other grants for the project?	<input type="checkbox"/> No	<input type="checkbox"/> Yes Details ABOUT OTHER FUNDING <input type="checkbox"/> _____	
7. COUNTY CCPT		CONTACT PERSON	
8. CONTACT PERSON'S TELEPHONE NUMBER WORK HOURS -----OTHER TIMES -----	9. NUMBER OF CASES REVIEWED SINCE 7/1/00 ACTIVE ___ FATALITIES ___	10. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT	
11. TYPE OF APPLICATION <input type="checkbox"/> NEW <input type="checkbox"/> PREVIOUS CCPT GRANT RECIEPENT		12. OTHER INDIVIDUALS OR GROUPS PARTICIPATING IN THE PROJECT (CHURCHES, PRIVATE AGENCIES, CIVIC ORGANIZATIONS, ETC.)	
13. AT LEAST 50% OF THE CCPT MEMBERSHIP ATTENDS ALL MEETINGS <input type="checkbox"/> Yes <input type="checkbox"/> No CCPT COORDINATOR HAS PRESENTED TRAINING TO CCPT <input type="checkbox"/> Yes <input type="checkbox"/> No			
14. DESCRIBE HOW CCPT HAS INFORMED THE COUNTY ABOUT THE TEAM AND HOW CITIZENS ARE GIVEN AN OPPORTUNITY TO PARTICIPATE ON CCPT.			
15. HOW WILL PROJECT ACCOMPLISH PURPOSE OF THE 2001-2002 GRANT			

BUDGET FORM

(For items that do not apply to proposed grant designate with N/A)

A. Salaries	
B. Fringe Benefits	
C. Travel	
D. Training	
E.. Operating Expenses	XXXXXXXXXXXXXXXXXXXXX
Rent	
Utilities	
Supplies	
Postage	
Telephone	
Education	
Printing, Copying	
Equipment	
F. Direct expenses spent on behalf of children and/or families	
G. Total	

CCPT CHAIRPERSON

Date

All 2000-2001 funds must be utilized by May 31, 2002.