

Attachment A

FamilyFirst Services Training and Implementation Grant Application

The North Dakota FamilyFirst Services Training and Implementation Grant is intended to facilitate development of service providers and/or agencies that can deliver evidence-based practices as identified in North Dakota's Family First Title IV-E Prevention Services Plan, in accordance with the FFPSA.

STATE is seeking proposals from:

- New service providers/agencies that intend to receive training and implement one or more of the approved evidence-based services as identified in the North Dakota Family First Title IV-E Prevention Services Plan in locations where there is a demonstrated unmet service need that these services can address.
- Existing FamilyFirst service providers/agencies that intend to expand current FamilyFirst services by training additional staff; expanding existing service to additional geographic areas of the state where there is a demonstrated unmet need; and/or train and implement an additional FamilyFirst service.

Eligible Use of Funds:

- Training and professional development, as delivered by an [approved training provider](#), in accordance with the requirements of FFPSA.
- Travel and other allowable costs related to approved training and implementation of the service.
- New service or agency providers may use funds to support startup operating and implementation costs for up to two months. Existing providers may use funds for staff training expenses, including wages paid while staff attend training.
- Outreach and promotional materials to support implementation of new service.
- Technology and equipment costs that are necessary to support service delivery and implementation.

Applicant/Agency Name:

Mail Address:

Email Address:

Contact Person:

Phone:

Name and Email of Person responsible for project:

Requested Grant Amount:

In this section, provide a detailed description of your plan for implementing FamilyFirst services, including the following information:

- Your organization's mission statement and/or value proposition.
- A description of how your organization will align with trauma-informed practices and the principles outlined in North Dakota's Family First Title IV-E Prevention Services Plan.
- An explanation of why your organization is applying for grant funds.
- Identification of whether your organization is a new or existing FamilyFirst service provider. Existing providers must describe how they plan to expand FamilyFirst services.
- An overview of the anticipated project timeline, including key milestones and specific activities from the date of application award through the target date of operation as an approved FamilyFirst service provider.
- A description of your plan for client referral, outreach, and engagement to ensure utilization of the prevention service.

Describe your service area. What areas (cities/counties) do you plan to provide services in as an approved FamilyFirst service provider/agency?

What approved FamilyFirst service(s) do you plan to provide?

How do you plan to obtain the necessary training / credentialing to deliver the FamilyFirst service with fidelity?

How many staff currently in your agency are FamilyFirst providers? How many staff (new and existing) are you planning to get trained through this grant?

Given your business plan, how many clients do you anticipate being able to serve with the FamilyFirst service? Please delineate by service if providing more than one service.

Please provide in this section the budget narrative that details the intended use of the grant funds you are requesting on Attachment B – North Dakota FamilyFirst Services Training and Implementation Grant Budget Worksheet. If requesting any salary/wages, you must include the staff's hourly wage and how many hours requesting.

Examples:

Staff supervision of service implementation \$1,040

Detailed narrative: 10 hrs. a month x \$52.00hr = \$ 520.00 x 2 months of operating = \$1,040

Program Training costs \$6,000 (noted on your budget worksheet)

Detailed narrative: Training \$200hr x 10 hours per staff x 3 staff trained = \$6,000

How will these grant funds help you successfully implement your project?

Signature:

Date: