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| **JUVENILE JUSTICE COUNCIL**  **Request for Funding** | | | |
| Applicant Name: | Agency Affiliation: | | |
| Email address: | Date of Request: | | |
| Details of event or activity *(include dates, times, locations, and a description)*: | | | |
| Description of impact of this event/activity on the priorities of the Council Action Plan: | | | |
| Itemized Costs *(include a brief description for each)*: | | Requested Funds: | Other Funds *(list sources)*: |
| Consultants: | |  |  |
| Registration: | |  |  |
| Travel: | |  |  |
| Supplies: | |  |  |
| Other: | |  |  |
| **Total Amount Requested:** | |  |  |

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| **JUVENILE JUSTICE COUNCIL**  **Request for Funding (page 2)** | | | |
| Applicant Name: | | Agency Affiliation: | |
| **Reporting Requirements:**  1. Applicants must agree to complete and return the standard Evaluation form and Request for Reimbursement within ten (10) days of completing the event. *Reimbursement requests that are not delivered to IDJC in a timely manner may be declined.*  2. Applicants must agree to report to the council in-person if requested.  3. Applicants coordinating an event or activity for multiple participants must agree to obtain a completed evaluation form from each participant and submit them to IDJC with a list of all participants, including e-mail addresses.  4. Applicants attending out-of-state events may be required to provide subsequent training in the district on information learned at the event. | | | |
| Signature | | Date | |
|  | | | |
| **The section below is for District Council use only** | | | |
| Date request received by Council: | | Date request reviewed by Council: | |
| Approved: | Yes  No |  | |
| Yes, but with the following special conditions: | | | |
| Not approved at this time for the following reasons: | | | |
| Council Chair signature | | | Date |
| Additional conditions or requirements for funding per IDJC *(if any)*: | | |  |
| IDJC – Planning & Compliance Unit Approval | | | Date |

District Councils: Please send completed requests to the IDJC Planning & Compliance Unit along with a copy of the minutes within 10 days. The goal of Council funds is to pursue the priorities of the Council Action Plan. Funds are intended for system improvement activities and may not be used to support programming.

Funds should not be considered approved until a Planning & Compliance Unit representative has signed the Request for Funding form and returned it to the District Office Specialist II.