***Applicant Description***

Agency

Address

City/State/Zip

Phone

Website

Financial Director

Address

City/State/Zip

Phone

Email

Program Director

Address

City/State/Zip

Phone

Email

**The undersigned Chief Executive Official agrees, on behalf of the applicant agency, that:**

1. Any grant awarded under this application may (i) be terminated, (ii) be required to repay funds, or (iii) have fund payment discontinued by the Idaho Department of Juvenile Corrections where it finds a substantial failure to comply with the provisions or any grant conditions, but only after notice and hearing.

2. As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the assurances and certifications included in this application form.

**Signature of Chief Executive Official of sponsoring organization, i.e., City -** Council Member or Mayor**; County -** County Commissioner**; Native American Tribe –** Tribal Council Member**; Non-Profit –** Officer of the Board/Executive Director**; School District –** Officer of the Board/Superintendent**. This MUST be signed or the application will be considered non-responsive.**

Printed Name       **Signature**

Title       Date:

**THIS PAGE MUST BE COMPLETED**

**FOR FUNDING CONSIDERATION**

|  |
| --- |
| **PROJECT SUMMARY***Please provide a clear summary of your project*      |

|  |
| --- |
| **OVERVIEW OF BUDGET** $      PERSONNEL $      CONSULTANT $      RENT/LEASE $      OTHER COSTS $      TOTAL REQUEST $       |
|  |

1. **Assessment Center Description of Services** *(Should not exceed 1 page)*
	1. Briefly describe your existing center and services. Include the type of center, services provided, and data related to youth served by your center since initial award of funding. Include annual number of youth served, youth screened, and youth assessed (if applicable).

1. **Budget Information** *(should not exceed 1 page)*
2. Complete the **Budget Form** in the Application Packet (provide a budget that will allow the project to operate efficiently). *All expenses must be reasonable, necessary, and allocable to the project.*
3. Provide a **Budget Description** detailing and justifying the need for each line item cost. Provide the calculation factors for all costs shown on the Budget Form.

1. If applicable, identify any other funding sources that support the proposed project.

1. Provide a detailed Sustainability Plan that describes your previous efforts to achieve sustainability, and your future plans to reduce dependency on funds provided from the Idaho Department of Juvenile Corrections. Sustainability efforts may include, but are not limited to, grants applied for and secured, foundations approached, and fundraising (if allowable).