



## Ohio Children's Trust Fund: SFY 2013 Application

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**Name of Organization**

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**Address**

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**City, State, Zip**

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**Phone**

**Fax**

**Web site**

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**Contact person**

**Phone**

**Email**

The Ohio Children's Trust Fund (OCTF) will accept only complete applications. A complete application addresses all of the requirements and includes all of the materials and attachments outlined in the "Closing Date" section of the application instructions (pages 4- 5). **Any Family and Children First Council (FCFC) whose complete application is emailed or postmarked after Sunday, April 1, 2012, will be allocated a reduced amount of funds on a pro-rata daily basis or may be denied funding.**

Please sign and date below to confirm that you have submitted a complete SFY 2013 Ohio Children's Trust Fund application.

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**FCFC Director/Coordinator Signature**

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Date

On behalf of the **[Insert County Name]** Family & Children First Council, we, **[Insert name of Council Chair]**, and, **[Insert name of Administrative Agent]**, approve and support the State Fiscal Year 2013 Ohio Children's Trust Fund Application and affirm that it is child abuse and neglect focused.

This plan was developed pursuant to the guidelines outlined in the application for funding for State Fiscal Year 2013. **[Insert County Name]** will implement the selected prevention strategy(ies) as contained in this application to achieve identified outcome(s) in an effort to protect our community's children from child abuse and neglect.

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**[Signature of Council Chair]**

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Date

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**[Signature of Administrative Agent]**

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Date

## Program Narrative

The program narrative should provide information to support the selection of the proposed programs and/or services. This section should include the goals, objectives and appropriate performance measures for each identified program.

For each proposed program, please provide the following:

### **Program Description, Goals, Activities, and Timeline:**

- A description of the activities that will take place as part of that program.
- The outcomes to be achieved with the program.
- A timeline for implementation of your program that at a minimum includes: the program start and end date and the dates when evaluation of the program will take place according to the curriculum of your proposed evidence-based program(s).

### **Program Participation:**

- Describe the target population for your program. Be specific as to age, gender, ethnicity and other characteristics of the population you intend to serve.
- Please provide the number of families, adults and children you anticipate participating in the program by completing the SFY 2013 Program Participation Analysis spreadsheet (attachment B).
- A description of how the program and its' services will maximize the participation of parents, racial, cultural and ethnic minorities, children and adults with disabilities and members of other underserved or underrepresented groups and any other special population (i.e. Appalachian, poverty, military, etc.).

### **Evaluation:**

- Describe how you plan to evaluate the programs for which you are requesting funding, and what information you plan to collect. As you know, programs providing direct service to parents and/or primary caregivers are required to administer the protective factors survey. In addition, you are required to administer any and all evaluation tools that are part of the curriculum of your proposed evidence-based program(s).
- Describe how the success of each program will be measured (please be specific). Performance measures should be concrete and state how the success of an objective will be quantified.
- Who will be responsible for evaluation? Please explain who will be administering the evaluation and who will be evaluating program effectiveness.

### **Public Awareness/Education Campaigns:**

Applicants that are proposing public awareness/education campaigns must provide additional information illustrating how the proposed campaign:

- Has a direct focus on child abuse and neglect prevention
- Addresses prevention in a broad sense and builds protective factors
- Represents a community partnership effort building upon community resources
- Contains a positive and proactive message that identifies the desired behavior change