



FY 2023 FACILITY IMPROVEMENT & INFRASTRUCTURE GRANT FUNDING OPPORTUNITY



**Pre-Bid Webinar
Monday, August 8, 2022**

PRESENTERS

Emily van Schenkhof, CTF Executive Director

Jim Anderst, MD, CTF Board Member and Chair
of Program Committee

Laura K. Malzner, Program Consultant



ABOUT THE CHILDREN'S TRUST FUND

The Children's Trust Fund (CTF) is Missouri's foundation for child abuse prevention. CTF was created by the Missouri General Assembly in 1983 for the sole purpose of preventing the abuse and neglect of children.



CTF'S VISION AND MISSION

Mission: Strengthening families and preventing child abuse and neglect through grant distribution, education, awareness and partnerships

Vision: The Missouri Children's Trust Fund envisions children and families in a safe, nurturing and healthy environment, free from child abuse and neglect

ABOUT CTF'S FACILITY IMPROVEMENT & INFRASTRUCTURE GRANT OPPORTUNITY

Allocated by the Missouri Legislature and signed into law by Governor Parson on June 30, 2022

Designated for Facility Improvement and Infrastructure projects that enhance child abuse and neglect prevention, identification, and treatment efforts in Missouri

Up to \$19.7 million in funding available



FUNDING PRIORITIES

Primary purpose
of applicant
organization

Alignment of
Mission with CTF

Experience
providing EB
interventions/Best
Practices



FUNDING PRIORITIES

Community need or risk

- Child abuse & neglect rates
- Poor health and wellness outcomes for children
- Demand/waitlist for services

FUNDING PRIORITIES

Capacity of organization

- History of successful project implementation and sustainment
- Strong administrative and fiscal oversight



PRIORITIES

Organizations that have not received public funding for capital and/or infrastructure projects in the two years prior to July 1, 2022

- Includes state and federal funding

Budget and budget justification

- Costs are well justified including basis for cost and necessity to project



ELIGIBLE USES OF FUNDING

Eligible uses of funding are detailed in Table 1 included in the RFA (pages 3-4)



ELIGIBLE APPLICANTS

Nonprofit organizations located and incorporated in Missouri (must include 501(c)(3) certification)

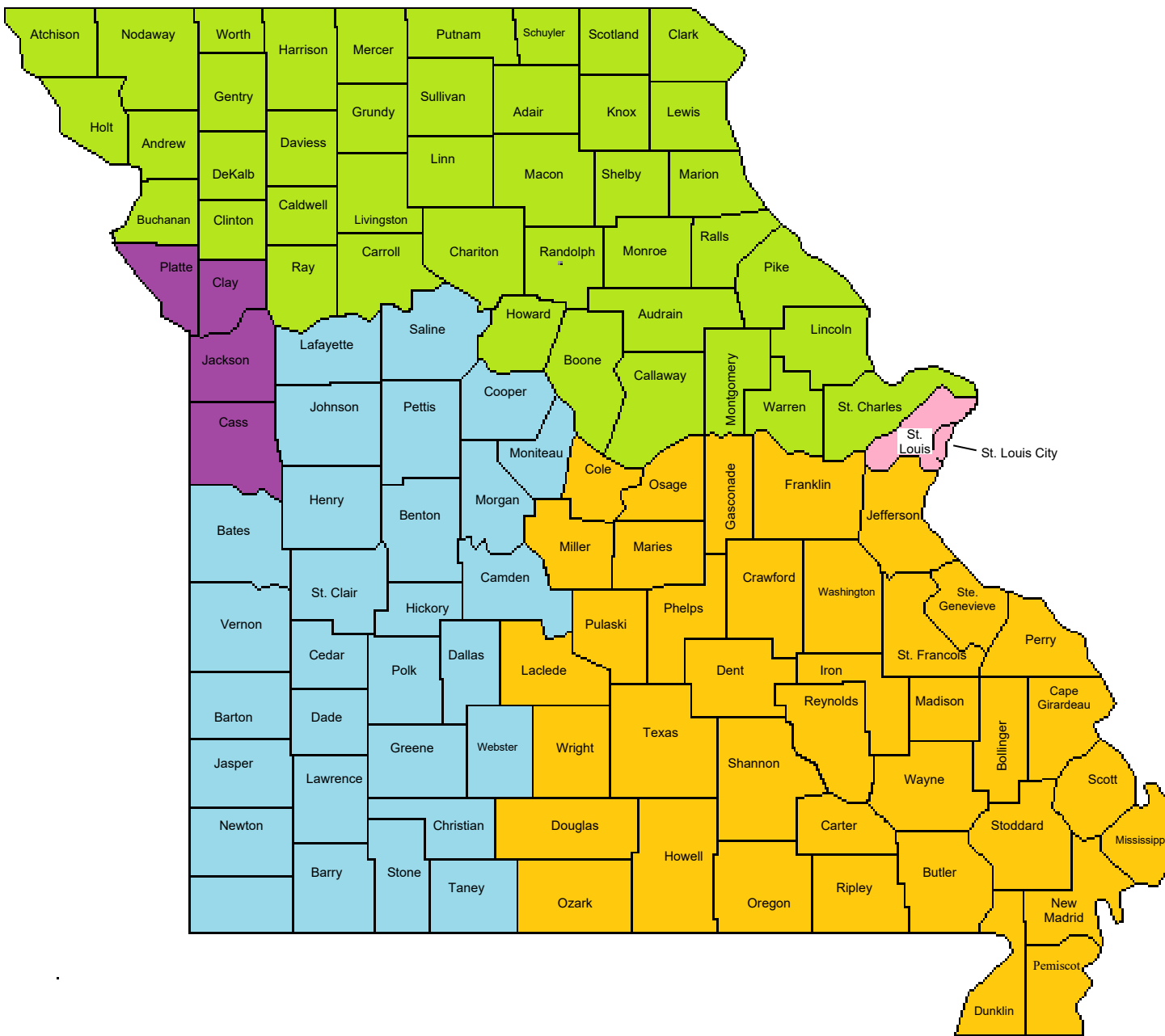
Public Entities providing specific, evidence-based child abuse and neglect prevention, identification or treatment services. Schools and local public health centers are considered public entities.



DISTRIBUTION OF FUNDING

Funds will be allocated equally among five (5) regions of the state.

Children's Trust Fund Regional Map





FUNDING CYCLE

This is one-time funding
allocated for FY 2023

- CTF will work with projects requiring more time



APPLICATION PROCESS

Applications due
September 12, 2022
5 pm

NARRATIVE

Single spaced
with font no
smaller than 11

Follow the outline
noted in the RFP

Separate each
section with
headings

Adhere to the
noted page limits

SUMMARY – 5 POINTS

Limit to 1/2 page

Provide a brief, but concise, summary of the project for which funds are requested

TIMELINE – 5 POINTS

Limit to $\frac{1}{2}$ page

Estimated timeline for
project completion

- Activity
- Responsible staff
- Estimated completion date



COMMUNITY OR POPULATION TO BE SERVED – 10 POINTS

Limit to 1 page

Describe your organization's
service region

- Need/risk data (Kids Count, public health data, CAN annual report)



PROJECT IMPACT – 20 POINTS

Limit to 1 page

Describe the proposed project and how it will impact applicant's ability to provide or enhance child abuse and neglect prevention, identification, or treatment services.



COLLABORATION – 5 POINTS

Limit to 1/2 page

Describe your organization's history of working collaboratively with other entities to prevent/address child abuse and neglect



ORGANIZATIONAL MISSION AND EXPERIENCE – 25 POINTS

Limit to 1 page

State the mission of the applicant organization. Describe experience specific to child abuse & neglect prevention, identification or treatment



ORGANIZATIONAL MISSION AND EXPERIENCE, CON'T

Primary purpose
of applicant
organization

Alignment of
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Practices



PROGRAM BUDGET DESCRIPTION AND JUSTIFICATION – 30 POINTS

Limit to 1.5 pages

Explanation of need

Basis for cost estimate – how was estimate determined?

Complete all applicable budget forms (Attachments C1, C2, C3)



ELIGIBLE BUDGET CATEGORIES

- Capital Projects
- Debt Retirement/Reduction
- Equipment and Furniture
- Information & Technology
- Staff Education
- Strategic Planning
- Other

BUDGET INFORMATION – Equipment/Furniture, Technology, Staff Education &/or Strategic Planning				
Cost Category	CTF Share Requested	Local Match Share	Total Costs	Basis for Cost (how costs were determined)
Equipment & Furniture - equipment, appliances, furnishings, and other equipment necessary for providing services (costs must be reasonable and reflect market value)	\$	\$	\$	
Information and Technology – software, hardware, database development, etc.	\$	\$	\$	
Staff Education - staff time, training fees, materials, and other necessary costs	\$	\$	\$	
Strategic Planning – Consultant Costs	\$	\$	\$	
Other* – must be described/ included in Budget Justification	\$	\$	\$	
SUBTOTAL	\$	\$	\$	
8% Administrative Fee (Subtotal x .08)	\$	\$	\$	
TOTAL REQUESTED (sum of Subtotal and Administrative Fee)	\$	\$	\$	

*CTF will consider other costs that do not fall within the noted budget categories. If requesting funds for “Other” costs, applicant must describe the cost and justify the need in section 7 of the Narrative (Attachment B)

BUDGET INFORMATION - Construction and Renovation Program

Cost Category	CTF Share Requested	Local Match Share	Total Costs	Basis for Cost (how total amount was determined)
Property Acquisition - land and structures	\$	\$	\$	
Contractual services - paid services necessary for construction/renovation including labor, legal, architectural, engineering, etc.	\$	\$	\$	
Other costs , including fees for appraisals, permits, and inspections	\$	\$	\$	
Salary/fringe - specific and restricted to capital project oversight	\$	\$	\$	
SUBTOTAL	\$	\$	\$	
8% Administrative Fee (Subtotal x .08)	\$	\$	\$	
TOTAL REQUESTED (sum of Subtotal and Administrative Fee)	\$	\$	\$	

BUDGET INFORMATION - Debt Reduction/Retirement

Cost Category	Total Eligible Debt	Local Match Share /Other Funding Restricted to Debt Repayment	Total Debt Repayment Requested from CTF	Total Debt Repayment	Description of Debt (when incurred/for what purpose)
Debt Reduction/Retirement - for loans/debt incurred for facility improvement or other capital projects prior to July 1, 2022	\$ -	\$ -	\$ -	\$ -	
TOTAL REQUESTED	\$ -	\$ -	\$ -	\$ -	

CTF funding approved for debt repayment that unencumbers other non-restricted funding must be reallocated to child abuse and neglect prevention services. Please explain how the reallocated funding will be used*:

*By signing the CTF Contract Assurances/Certifications (Attachment F) applicant certifying that unencumbered funds will be used as described.



OTHER REQUIRED DOCUMENTS

- IRS 501 (c)(3) designation letter, if applicable
- Most recently completed financial statement for the agency/organization
- Most recently completed audit report for agency
- Current agency/organization operating budget, including income and expenses
- List of Board of Directors, if applicable. Please include each member's name, occupation, role on board, term of services, and indicate whether the board member is a resident of the service area/region
- Attachment F: List of State and Federal infrastructure funding received/awarded during previous two fiscal years



SITE CONTROL CERTIFICATION

The Site Control Certification form is applicable to renovation and construction projects only.

If site control cannot be certified at the time of application, successful applicants are required to submit the Site Control Certification form per a mutually satisfactory agreement with CTF

CONTRACT ASSURANCES/CERTIFICATION

Must be signed by party authorized to enter applicant agency into a contract

Signee should take the time to review all assurances



REVIEW PROCESS

Reviewed by a panel of CTF board members, staff/consultants, and other professionals without a financial interest in the funding

By-region reviews based on a maximum of 100 points assigned to the Narrative sections

Only complete applications will be scored



GRANT REQUIREMENTS

Background Checks – Family Care Safety Registry and fingerprint-based criminal background check. Specifics are detailed in the RFA.

Monitoring and Program Reporting – Site visits, progress reports and annual reporting.

Compliance Meeting – Successful applicants will be required to attend a compliance meeting in November 2022

SUBMITTING YOUR APPLICATION

Deadline: Monday, September 12, 2022 by 5 p.m.

Applications must be submitted to ctf@oa.mo.gov



CONTRACTUAL AGREEMENT AND CONTRACT PERIOD

If approved, an Award of Contract, application and any amendments will serve as the contractual agreement between CTF and grant recipient.

The contract period for approved projects is:

**November 1, 2022
through
June 30, 2023***

***excepting any contract extensions granted**



The application is available at:

[CTF Funding Opportunities | Children's Trust Fund of Missouri \(ctf4kids.org\)](#)

Or email

laura.malzner@oa.mo.gov

Contact Information

Laura K. Malzner, Program Consultant

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**Barbara Brown-Johnson, Program
Consultant**

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QUESTIONS?

THANK YOU



Missouri's Foundation For Child Abuse Prevention