



## Request for Proposals



Competitive grants will be awarded to nonprofit child abuse prevention programs, facilities and organizations within the U93 listening area, and throughout the Michiana region. Grant funds must be used for the prevention of child abuse. The total dollar amount of grants awarded will be determined by the proceeds available from Roofsit 2023. Applicants may request any amount and submit multiple applications, although historically, most grants awarded have been for \$5,000 or less.

### Eligible Applicants

- Must be located within the U93 listening area that includes St. Joseph, LaPorte, and Elkhart counties in Indiana, as well as Cass and Berrien counties in Michigan.
- Must have nonprofit status with a valid 501(c)3 IRS determination letter.
- Must provide child abuse and/or neglect prevention services.

### Proposal Guidelines

- Maximum of three single-sided, single-spaced 8-1/2 x 11 pages, 12-point type, including narrative, project budget and contact information.
- Include a brief cover letter signed by the agency's executive director (does not count toward page limit).
- Narrative should include a brief history/description of the organization, credentials of staff providing services, a concise overview of the project as well as expected outcomes from prevention services funded by the grant.
- Clearly describe measurable anticipated proposal outcomes and the associated plan for assessing each outcome.
- Explain how your outcomes will demonstrate success in the prevention of child abuse and neglect.
- Include a line item budget for the project.
- Contact information should include agency name, contact person, telephone and fax numbers, as well as email addresses.
- Also include a copy of the agency's 501(c)3 IRS determination letter (does not count toward page limit).
- Agencies must be able to provide one at least one client success story to share during Roofsit 2024.

### Timeline

- Proposals must be received by November 1, 2023. Applications received after that date will not be reviewed.
- Successful applicants will be notified by email by December 15, 2023.
- Award checks will be mailed to recipients no later than December 31, 2023.

Email the completed proposal and attachments to: [deanna.kopec@ysbsjc.org](mailto:deanna.kopec@ysbsjc.org)

Questions? Contact: Deanie Kopec

[deanna.kopec@ysbsjc.org](mailto:deanna.kopec@ysbsjc.org)

574-235-9231

Email contact is preferred. Please put "Roofsit RFP" in the subject line.