

## 2017-2018 REQUEST FOR FUNDING

APPLICATION DUE: Wednesday, July 5, 2016

### Instructions

1. Please type or print.
2. Answer each question within the space provided. Please do not include additional attachments or supplementary pages unless they are essential to our understanding of your project.
3. Attach organization's most recent tax return. If no tax return is available, attach the organization's most recent annual financial statement.
4. Attach a detailed budget for the project.
5. Are you a non-profit agency? ☒ yes ☐ no  
If so, what is your IRS designation? Tax Exempt 501c3  
[Please attach proof of non-profit status.]

Please sign, date, and send completed application to:  
**Dave Campbell, City Manager**  
City of Longview  
P.O. Box 128  
Longview, WA 98632

### Applicant Information

Organization/Individual	Non-Profit	Public	Other	Private	Association
Organization Children's Justice & Advocacy Center (CJAC)					
Activity type: Event/Festival, Marketing or Facility General Operations					
Address 214 North Pacific Ave					
City Vancouver <i>Keto</i>	County Cowlitz	State WA	Zip 98626		

### Contact Person

Name Charlie Gourde	
Title Executive Director	Phone 360-353-3933

### Project Information

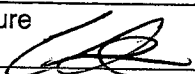
<b>Title and brief description of project:</b> CJAC is the only organization in Cowlitz County that provides Child Forensic Interviewing services to children who have experienced sexual and/or physical abuse. By coordinating services across multiple providers and disciplines, including Law Enforcement, Prosecutor's Office, CPS, and Medical and Mental Health services, CJAC saves our community resources and ensures the efficiency of the investigation process. This Multi-Disciplinary approach to the investigation and treatment of child abuse occurs at our child-centered and family-friendly facility, providing a safe and therapeutic environment to begin the healing process.			
Timeline for project: 1/1/2017 through 12/31/2018		Geographic area served by this project: Cowlitz and Wahkiakum Counties	
Overall predicted attendance: Approximately 400 children served bi-annually		Attendance, # predicted to travel 50+ miles to attend: N/A	
Attendance, # predicted to travel from out of state/out of country: N/A		Attendance, # predicted to pay for overnight lodging: N/A	
Attendance, # predicted to <u>not</u> pay for overnight lodging: N/A		Predicted paid lodging nights: N/A	
<b>2017</b>	Amount requested from City of Longview \$11,000	Total project cost: \$233,188	Date of project: From 7/16 To 6/17
<b>2018</b>	Amount requested from City of Longview \$11,000	Total project cost: \$233,188	Date of project: From 7/17 To 6/18

**FUNDING SOURCES FOR THIS PROJECT**

List all firm commitments to date to fund this project:	
Source	Amount
Cowlitz County	\$77,288
Children's Advocacy Centers of WA	\$32,861
Healthcare Foundation	\$20,000
United Way	\$17,400
Community Foundation of Southwest Washington	\$15,000
Western Regional Child Advocacy Centers	\$3,000

List any other sources of funding you have applied for:		
Source	Amount	Status
National Children's Alliance	\$9,000	Pending

Specifically how will this grant be used? How do you document your results?
These funds would be used to help cover the cost of our general operating expenses in the areas of rent, utilities, internet/phone, and office supplies. We document the expenditures in accordance with our accounting practices.
How will this project be financed in the future?
We ensure the long-term solvency and sustainability of our program by continuously exploring new funding sources as well as maximizing the impact of existing resources. We also continue to cultivate our fundraising efforts and events so that we can stretch the scope of our services. Moving forward, our program will be financed through a combination of public and private support. The public support includes federal, county, and city assistance.

Signature  , Executive Director	Date 7/1/16
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**GRANT REPORT**

2015 amount received from the City of Longview for this project:	\$10,000
2016 amount received from the City of Longview for this project:	\$10,000

*Note: If project is in process for 2017, please estimate the answers to the following:*

How were these funds used?

The funds awarded in 2015 and 2016 were used to provide essential services to the children and families who we serve. This included supplies for us to provide and distribute to our youth and families in need. We were also able to provide educational supplies and materials for our families receiving services. The remaining funds were used for operational expenses to support our organization and program.

How did you measure your results? Please document the achievement of your goal.

We measure the results of our services through direct feedback from the children and families who we serve.

The feedback methods used include surveys completed by families while at our center and receiving services.

We also conduct follow-up phone calls with families who receive services to gauge the effectiveness of our services and to measure other outcomes, such as services that the family is now accessing as a result of our referrals and support.

How will this project be financed in the future?

We ensure the long-term solvency and sustainability of our program by continuously exploring new funding sources as well as maximizing the impact of existing resources. We also continue to cultivate our fundraising efforts and events so that we can stretch the scope of our services. Moving forward, our program will be financed through a combination of public and private support. The public support includes federal, county, and city assistance.

**Please provide original project budget, original grant amount, actual project revenues, and actual project expenditures (with explanation of large variances)**

List all project costs in the following categories:	2017	2018
<b>Project Management/Administration:</b>		
Project Manager Salary/Consultant Fees/Staff Costs:	\$144,394	\$144,394
<b>Goods &amp; Services:</b>		
Contract Services – Consultant Fee	\$0	\$0
Materials/Supplies/Equipment	\$4,500	\$4,500
Construction Cost	\$0	\$0
Other Misc. Expenses (Facilities, Contracted Mental Health Services, Insurance, Outreach and Prevention, Professional Fees, Language Services, Program Donations)	\$30,847	\$30,847
<b>Total Goods &amp; Services:</b>	\$35,347	\$35,347
<b>Operations:</b>		
Facility Rent	\$24,000	\$24,000
Utilities	\$1,800	\$1,800
Other (Phone/Internet, Financial Review and Management, Printing, Other Operations)	\$22,647	\$22,647
<b>Total Operations:</b>	\$48,447	\$48,447
<b>Other: Fundraising</b>	\$5,000	\$5,000
<b>TOTAL COSTS:</b>	\$233,188	\$233,188

List all funding sources for this project:	2017	2018
Cowlitz County	\$77,288	\$77,288
Children's Advocacy Centers of WA	\$32,861	\$32,861
Healthcare Foundation	\$20,000	
United Way	\$17,400	
Community Foundation of Southwest Washington	\$15,000	

Western Regional Child Advocacy Centers	\$3,000	\$3,000
Blue Scope	\$1,500	