

# Administrative Office of the Courts

## NOTICE OF FUNDING AVAILABILITY

NOFA #: N19-0003-25I

NOFA Issued: January 11, 2018



### Department of Juvenile and Family Services (DJFS)

#### Court-Appointed Special Advocate Grants

The Maryland Judiciary receives state funds each year to support Court-Appointed Special Advocate (CASA) programs in the state of Maryland. CASA programs train and supervise volunteer advocates assigned to serve children who have been found to be in need of assistance (CINA). The CASA volunteer is considered a friend of the court and is appointed at the judge's discretion to represent the child's best interests.

The CASA Programs are authorized to operate in Maryland subject to approved Rules and Guidelines, by [Courts and Judicial Proceedings Article, §3-830](#).

#### **Grant Purpose**

CASA grants are being offered by the Department of Juvenile and Family Services to support the responsibilities of CASA programs as outlined in the Rule. Pursuant to Rule §3-830, CASA programs train and support volunteer advocates who provide the court with information to aid the court in making decisions in the child's best interest; and ensure that the child is provided appropriate case planning and services. These grants are intended to maintain current program services and encourage an increase in capacity in areas of highest need.

#### **Eligible Applicants**

Any government/government entities, non-profit organizations or institutions of higher education administering a CASA program. To be eligible for funding, the applicant must be a member in good standing of both the Maryland and the National CASA Association and in compliance with the MD Performance Standards and the [NCASAA standards](#).

#### **Availability and Awards of Funds**

The availability of funds is contingent upon the provision of funds in the Maryland Judiciary budget by the Maryland General Assembly for Fiscal Year 2019. Applicants who are awarded funding will receive notice in early June of 2018.

**Funding Cycle: July 1, 2018 – June 30, 2019**

#### **Special Requirements**

CASA grantees must provide a 100% match for their total grant award. Both cash (at least 75%) and in-kind (no more than 25%) may constitute match. *More details about this requirement are found in the Special Conditions for FY19 CASA Grants.*

#### **APPLICATION SUBMISSION INFORMATION**

**Application Release Date:** January 11, 2018

**Application Due:** April 4, 2018.

**Documents:** Scanned PDF submitted by email only  
**Email:** Subject Line: "CASA, Applicant Name"  
*(Please submit emails with the Subject Line as described.)*

**Delivery Address:** DJFSGrants@mdcourts.gov

#### **Grant Submission Checklist**

*The following documents must be submitted as one scanned file:*

- Signed Application Cover Sheet with Application
- Proposed Budget with Justification
- Support Letters\* *CASA programs must provide a support letter from each court they serve.*

*\*Support Letters may be sent directly from the author. If so, they do not need to be included in the application file.*

#### **Additional Terms & Requirements**

[General Grant Conditions](#)

[Special Conditions for FY19 CASA Grants](#)

#### **TECHNICAL ASSISTANCE**

**Web Meeting:** March 8<sup>th</sup> @ 1pm

*(RSVP to DJFSGrants@mdcourts.gov to obtain link)*

*This meetings is NOT mandatory and will be recorded for those who are unable to participate at the scheduled time.*

#### **Successful Applicant Tools & Tips**

- Before submitting your application, read the NOFA, General Conditions, Special Conditions and application instructions in their entirety.
- If needed, seek guidance with department staff prior to the application deadline.
- Whenever possible, provide timely data in your responses to demonstrate the effectiveness of your program.
- Provide a justification for every budgeted line item.
- Review your application packet before submission.

**Questions:** DJFSGrants@mdcourts.gov / 410-260-1262