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Juvenile Accountability Incentive Block Grant	**
Temporary Assistance for Needy Families	**
Substance Abuse Prevention and Treatment Block Grant	**
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21st Century Community Learning Centers	**
G.R.E.A.T. Program	**

One Star Programs

Head Start	*
Safe and Drug- Free Schools and Communities Act	*

Introduction

The Office of Government Relations is pleased to provide you with the fourth edition of the *Government Funding Opportunities Guide*. This easy-to-use guide is designed as a reference tool, to provide your Club with a starting point for securing government funding. We hope that you will take the time to familiarize yourself with it and the many opportunities the *Guide* highlights.

The *Guide* is broken down into three main sections. First, you will find the Office of Government Relations contact information. Second, you will find an article updating you on our partnership with the Office of Justice Programs (OJP) and the support we have received from Congress during the past several years. Third, you will find detailed, one-page summaries on what we consider to be some of the top federally funded grant programs for local Boys & Girls Clubs. Our judgment is based on three main criteria: (1) the funding level, (2) each program's stated purpose, and (3) the real impact these programs are having on Boys & Girls Clubs (every program referenced in this guide provides either funding or partnership opportunities for local Boys & Girls Clubs). These programs provide you with the best opportunity to enhance the services you currently provide to your members.

When using this guide, please keep in mind that it is not meant as a comprehensive document. As such, you are strongly encouraged to do your homework. Gather all the information necessary to make an informed decision about a given funding opportunity. It is a common mistake for nonprofit organizations to apply for every opportunity that comes along. This is a poor use of staff time and only leads to frustration. You should analyze the potential costs and benefits of each opportunity before putting in the time and energy to develop a formal application.

Carefully analyze whether -

- (a) a given opportunity meets your Club's needs;
- (b) your Club fits the profile the funding source is seeking (i.e. located in an empowerment zone; or, working in close partnership with a public school);
- (c) the number of grant awards offered justifies your time in applying (in other words, will there be 10 grants awarded or 300 grants? Obviously, the fewer the number of awards given, the less likely you are to receive funding); and
- (d) the funding level supports your decision to proceed.

With that said, Government funded programs offer a tremendous opportunity to supplement the ongoing efforts of your Boys & Girls Club. These funds help Clubs to reach out to new youth, to better serve teens, to create new programs, to enhance existing programs, and to build partnerships and collaborations within local communities.

In 2001 alone, local Boys & Girls Clubs received over \$238 million in government funding. In 1996, a short seven years ago, that number was just \$71.3 million and in 1991 it was \$23.1 million.

If you are not on the growing list of Clubs receiving these funds, you need to spend some time with this document. Consider where your Club is going in the coming years; what the pressing issues within your community are (drug activity, gangs, teenage pregnancy, etc.); and how these funding opportunities may help.

Develop relationships today that will help your Club tomorrow. Recognize the needs of local government officials and show them how your Club can help meet these needs. Show them the impact your Club is having on the lives of young people.

As always, remember this important caveat: a Boys & Girls Club should never become too reliant on any one funding source. This is as true of government funding as it is of funding from the United Way, a foundation, or a local corporation. Every Club should maintain a diverse funding strategy -with government money adding to that diversity. Be wise and be aggressive as you pursue these funding opportunities -our kids deserve it.

Good Luck! Let us know of your successes.



**BOYS & GIRLS CLUBS
OF AMERICA**

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Office of Justice Programs (OJP) Pass-Through



Fueling Growth for the Future

It is no secret that Boys & Girls Clubs of America has experienced tremendous growth since the early 1990's. Quite simply our numbers have gone through the roof! Consider these facts:

- 1.5 million youth served to 3.6 million today
- No Clubs in Indian Country to 145 today
- 128 Clubs in public housing to over 450 today
- 1,300 new Clubs to 3,300 Clubhouses today
- No Clubs on military bases to 300 military Clubs both at home and abroad

The question that arises is - how in the world are we doing this? Several key factors have contributed to this growth: the commitment of Club leadership; the dedication of staff throughout the country; strong leadership from Members of our National Board; and the increased commitment of private donors. But while these have been significant, the single most important factor has been the impact of Congressional support via Office of Justice Programs funding.

Since 1991, Boys & Girls Clubs of America has received \$407.2 million from the Office of Justice Programs (OJP). Of this, \$340 million has come in the last six years alone. The great majority of this money has gone to local Boys & Girls Clubs in the form of pass-through funding (known to Clubs as "OJP Grants"). These are real dollars, \$407.2 million worth, administered by B&GCA to do what we do best – Serve America's Youth!! These are not pledged dollars; they are not dependent on sales or projected earnings. These are today's dollars, to be used in running programs that will help you reach more kids. Our friends in Congress and at the Office of Justice Programs have come to the *assistance* of America's youth – and we are all better off because of it!

What is OJP?

The Office of Justice Programs is a division of the United States Department of Justice. OJP is run by Assistant Attorney General Deborah J. Daniels, who has been a loyal supporter of Boys & Girls Clubs across this nation. Our strong relationship with the Department of Justice has grown each year, and we are extremely thankful, not only to Assistant Attorney General Daniels, but also to Attorney General John Ashcroft.

The United States Congress

While the Department of Justice is the agency through which our appropriated funds flow, it is by Congressional mandate that we receive these funds. The United States Congress and the President of the United States have together signed each appropriation bill containing funding for B&GCA. We are incredibly thankful to the Congress, most especially Senators Ted Stevens, Judd Gregg, Pat Leahy, Joe Biden, Orrin Hatch, and Pete Domenici, and Congressmen Frank Wolf, Charles Taylor, Hal Rogers and Steny Hoyer; and to the Bush Administration for their outstanding support of our kids.

History of OJP Funding

Boys & Girls Clubs of America received its first OJP Grant in 1991. The grant was for \$2.5 million and was part of the Justice Department's Weed & Seed initiative. The following year B&GCA received another \$2.5 million, independent of the Weed & Seed program. In 1993, we were given another \$2.5 million, and in 1994 it jumped to \$4.35 million.

Then in 1995 a new era began for B&GCA regarding federal funding. Support from Congress was stepped-up dramatically and significant appropriations were secured:

1995	\$15.35 M
1996	\$20 M
1997	\$20 M
1998	\$40 M
1999	\$40 M
2000	\$50 M
2001	\$60 M
2002	\$70 M
2003	\$80 M

To see the impact of OJP funding, one needs only to look at the growth of the Boys & Girls Club Movement over the last six years. We have opened five new Clubs each week and added an average of 200,000 additional youth served per year – *doubling our growth rate for the three years prior to 1996.*

How OJP Funds Can Be Used

Congress has given Boys & Girls Clubs of America great latitude in how OJP funds can be spent. With a few exceptions (most notably that money cannot be used for construction), OJP funds can be used for anything that allows Clubs to serve more kids. New organizations, new units, teen centers, school sites, extensions, and innovative outreach initiatives throughout this country, have all resulted directly from these funds.

But before you spend that money - LEVERAGE IT! OJP funds are most effective when they are used to leverage private dollars. Remember, OJP funding is seed money. We do not want any Club to become dependent on OJP funds, or any other single funding source for that matter. Clubs should approach private corporations and foundations

with proposals that include a dollar-for-dollar match by their Club – they can honor that match with OJP funding.

Money Well Spent at B&GCA

Everywhere you look, OJP funding is helping B&GCA better assist local Clubs and the kids they serve. OJP funds go to program services to enhance and develop effective programming for local Clubs; to field services to hire additional regional service directors; and to human resources so they can better assist Clubs in hiring new Club professionals to serve more kids.

In addition, OJP funding has allowed B&GCA to strengthen existing partnerships with outside government agencies like the Drug Enforcement Administration (DEA), the Federal Bureau of Investigation (FBI), the Bureau of Alcohol, Tobacco, and Firearms (ATF), the U.S. Customs Service and the U.S. Secret Service. With OJP funding, B&GCA has been able to bring 300 Club and community leaders to the Crime Prevention Coalition of America Conference in Washington, DC for the past several years. The conference allowed Clubs to build stronger relationships with community leaders and local law enforcement officials, while they learned about new methods to prevent crime through collaborative efforts. Furthermore, OJP funding has allowed us to open 145 Clubs in Indian Country – since 1991 \$21 million has been put into this program; in 2002 the amount was nearly \$5 million alone! Our Native American initiative has enriched the lives of over 60,000 Native American youth, in perhaps the most distressed areas of our nation.

From big inner cities to small rural communities, OJP funding is profoundly changing the Boys & Girls Club Movement, and indeed the face of our nation.

What You Can Do To Help

For the Boys & Girls Club Movement to continue receiving government funding of this magnitude, we all need to work together. Invite members of Congress to your Club – let them see first hand the work you do everyday. Call your government relations office and let us know who is coming to visit, so we can tell you what he or she has done to be helpful.

Most importantly remember to say “thank you” to your Members of Congress. Openly cc your Office of Government Relations whenever you correspond with your Members of Congress. We owe a great debt of gratitude to Congress and the Office of Justice Programs. OJP funds not only *change* the lives of kids, they help *save* lives. If we work together as a national Movement, growing and improving our services, **we will change lives!**

Getting Started

Over 5,000 OJP grants have been issued to Clubs since 1991, and the first step to joining these Clubs is to contact your regional service director. Ask what you will have to do to be recommended for an OJP grant. The process is a simple one, but does require communication between your Club, your regional service director, and national headquarters in Atlanta.

Once your regional office has received all applications, they will review them and make their recommendations for funding to field services in Atlanta. For this reason, you need to communicate with your service director – make sure they are aware of your proposal and that they support it. If they do not support it, your Club may not be recommended for funding.

Applications will be sent to you based on when funding is made available from OJP. It is better to talk to your regional service director in preparation of the application, rather than responding to it.

Good luck and thank you for the hard work you do for our nation's youth.

Section A

U.S. Department of Justice Initiatives

OJJDP State Formula Grants

OJJDP Juvenile Accountability Incentive Block Grants

OJJDP Delinquency Prevention Block Grant

Additional Justice Programs to Consider

Office of Juvenile Justice & Delinquency Prevention

State Formula Grant Program



In Short ...

Objective:

OJJDP's State Formula Grant Program provides funding directly to States to assist in the prevention of juvenile delinquency. Each State receives its annual allocation based on the number of people under the age of 18 living in the State.

Program Summary:

The State Formula Grant program provides States with funding to improve the juvenile justice system and prevent juvenile delinquency. A minimum of 75% of a State's allocation must be used for those purposes. Allowable activities, prioritized by each State in their State Plan, include: (a) educational programs and supportive services designed to encourage juvenile delinquents to stay in school; (b) youth-initiated programs that assist juveniles who would not otherwise be reached by traditional youth programs; (c) programs designed to deter illegal activities by youth and promote lawful activities; (d) programs to address juvenile drug abuse; (e) programs for positive youth development - to assist juvenile delinquents and at-risk youth obtain a sense of safety and self-confidence; (f) programs that help juveniles overcome language and cultural barriers; and (g) comprehensive juvenile justice programs that meet the needs of youth through community collaboration.

State formula grants are a terrific opportunity to improve services to your kids. Getting to know the process and the actors in the process will drive funding results. Get a copy of your State Advisory Group (SAG) list (may also be known as the Governor's Juvenile Justice Advisory Group [JAG], or Juvenile Justice Advisory Council [JJAC]), and determine your best line of contact. These folks develop the state plan as well as review applications and recommend grant awards. This is a great opportunity for Clubs, but you will have to lay the groundwork in order to get the results.

How Funds Reach Your Club

United States Department of Justice, OJJDP
↓
Governor's Office/designated State Agency
↓
Boys & Girls Club as Grantee

How to Access Funds

1. Your first step is to determine the state agency which administers the program (you can get this information by calling your Governor's office and asking who administers juvenile justice programs, or by contacting the Juvenile Justice Specialist for your State listed in Appendix A). Each State must designate a state-level agency to administer these funds. In addition each State must appoint a **state advisory group (SAG)** to help oversee the funding and implementation process. This advisory group will generally consist of representatives from a variety of agencies and organizations, as well as concerned individuals, with a working background in the juvenile delinquency area.
2. Next, you want to get your hands on the list of people serving on the SAG – you may have a direct line of contact that you did not know about. You can get this information from the administering agency in your State.
3. Call your State's administering agency and ask for application guidelines, timetable, and a listing of funded projects from the previous year or two.
4. Attend SAG meetings to familiarize yourself with the group and their priorities. Provide input on priorities for your community.
5. Prepare an application to address a State priority area that also addresses a Club/community need.

Juvenile Accountability Incentive Block Grant



In Short ...

Objective:

The Juvenile Accountability Incentive Block Grant is an aggressive, crime-fighting initiative intended to reduce juvenile crime by prosecuting and sentencing youthful offenders. All States meeting statutory requirements will receive formula grants based on the number of individuals below the age of 18.

Program Summary:

Funds allocated to States and local governments can be used to contract with private, non-profit entities or community-based organizations to carry out certain purposes. If your B&GC has programs that address juvenile offenders, make sure that both your State and local government are aware of it. If your Club does not have such programs, and juvenile delinquency is a problem in your community, then develop these programs.

Activities eligible for funding include: building, expanding, and renovating juvenile detention centers; hiring additional juvenile prosecutors; and establishing and maintaining interagency info-sharing programs to identify and control juveniles who repeatedly commit acts of delinquency.

**** Understand that this block grant promotes greater accountability in the juvenile justice system. This is a "get tough" initiative intended to reduce juvenile crime by becoming tough on juvenile offenders. So make sure your application speaks to this type of approach. Administrators of this grant want to hear that you are "tough on crime", so make sure you come across as "tough on crime".**

Consider putting a unit of your Club in a local juvenile detention center, providing critical community re-integration programs for juvenile delinquents, serving court-referred youth at the Club, establishing a truancy abatement program, or establishing a Targeted Outreach program.

You know that all good B&GCs reduce juvenile crime, now make sure they know it as well.

How Funds Reach Your Club

Office of Juvenile Justice & Delinquency
Prevention (OJJDP)



State



unit of local government



Boys & Girls Club as Sub-Grantee

How to Access Funds

1. Contact your State Juvenile Justice agency and ask who administers these funds in your community (See Appendix A for your State Juvenile Justice Specialist contact.) If they can not tell you, contact your Governor's office and ask for the agency that administers the Juvenile Accountability Incentive Block Grant.
2. Next, contact your local administering agency and ask how these funds are made available to non-profit organizations and request an application from them.
3. Ask the local administering agency who appoints individuals to the Juvenile Crime Enforcement Coalition (in order to receive funding, local governments must establish this coalition) and determine who is your strongest link to this individual. Better yet, get your chief professional officer or Board Member(s) appointed to this coalition.

Delinquency Prevention Block Grants



In Short ...

Objective:

The Delinquency Prevention Block Grants (DPBG) fund activities that are designed to prevent and reduce juvenile crime including projects that provide treatment to juvenile offenders and juveniles who are at risk of becoming juvenile offenders.

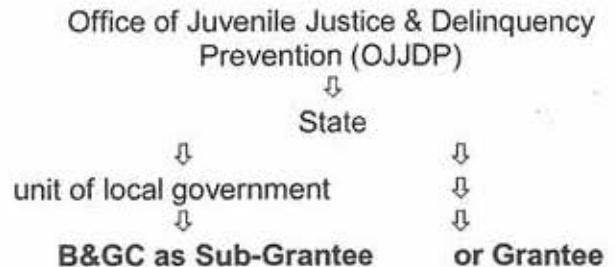
Program Summary:

This grant program is designed to prevent juvenile delinquency by providing treatment, educational projects, counseling, training, mentoring programs, and a variety of other prevention/intervention strategies. Activities may include: mentoring; family strengthening programs; drug and alcohol abuse treatment programs; gang prevention programs; job training and employment recreation programs; youth development programs; and probation programs.

Funds allocated to States and local governments can be used to contract with community-based organizations, law enforcement agencies, local education authorities, local governments, social service providers and other entities with a demonstrated history of involvement in juvenile delinquency prevention. Make sure that both your State and local government are aware of your youth development and delinquency prevention efforts.

Delinquency Prevention Block Grants are a terrific opportunity to improve services to your kids. As a new initiative in 2003, you have an opportunity to help define the State process and State priorities. These funds will be administered by your State Advisory Group (SAG). (They may also be known as the Governor's Juvenile Justice Advisory Group [JAG], or Juvenile Justice Advisory Council [JJAC] in your State.) Determine your best line of contact, or try to place your chief professional officer or Board member on the Advisory Group. The Advisory Group develops State plans as well as reviews applications and recommends grant awards. This is a great opportunity for Clubs, but you will have to lay the groundwork in order to get the results.

How Funds Reach Your Club



How to Access Funds

1. Contact your State Juvenile Justice Specialist and ask the process for how the funds are administered in your State and your community (See Appendix A for your State Juvenile Justice Specialist contact.)
2. Next, you want to get your hands on the list of people serving on the SAG -- you may have a direct line of contact that you did not know about. You can get this information from the administering agency in your State.
3. Call your State's administering agency and ask for application priorities, guidelines, and timetable.
4. Attend SAG meetings to familiarize yourself with the group, and their priorities. Provide input on priorities for your community.
5. Prepare an application to address a State priority area that also addresses a Club/community need.

Additional Justice Department Programs to Consider

Weed and Seed

Weed and Seed, administered by the local U.S. Attorney's Office in participating cities, is a U.S. Department of Justice initiative designed to support multi-agency efforts to control violent crime. Using the efforts of local law enforcement and social and economic services, the program "weeds" out drug dealers and gang leaders and replaces them with "seeds" for revitalization -through education, job training, and health and social services.

The Justice Department designates cities or areas as Weed and Seed sites. These sites are then eligible to apply for discretionary funding from the Executive Office for Weed and Seed. Examples of fundable "seeding" programs include: drug and alcohol abuse prevention programs (SMART Moves), graffiti removal projects, Career Prep, and neighborhood cleanup campaigns.

Boys & Girls Clubs of America and the Executive Offices for Weed and Seed have worked closely in recent years in an effort to improve some of this country's most distressed communities. Clubs located in Weed and Seed communities should take advantage of the positive recognition they are receiving from the Office of Weed and Seed, and be a part of the local application for this program.

Community Oriented Policing (COPS) Program

As a component of the Justice Department, the mission of the COPS Office is to advance community policing in jurisdictions of all sizes across the country. Community policing represents a shift from more traditional law enforcement in that it focuses on prevention of crime and the fear of crime on a very local basis. Community policing puts law enforcement professionals on the streets and assigns them a beat, so they can build mutually beneficial relationships with the people they serve. By earning the trust of the members of their communities and making those individuals stakeholders in their own safety, community policing makes law enforcement safer and more efficient, and makes America safer.

COPS provides grants to tribal, state, and local law enforcement agencies to hire and train community policing professionals, acquire and deploy cutting-edge crime-fighting technologies, and develop and test innovative policing strategies. COPS-funded training helps advance community policing at all levels of law enforcement – from line officers to law enforcement executives – as well as others in the criminal justice field. Because community policing is by definition inclusive, COPS training also reaches state and local government leaders and the citizens they serve. This broad range of programs helps COPS offer agencies support in virtually every aspect of law enforcement, making America safer one neighborhood at a time.

Over the years, B&GCA has encouraged local Clubs to work closely with their respective law enforcement agencies in an effort to better serve Club members and their families. Many Clubs have succeeded in implemented partnerships with their local law enforcement agencies.

Local Law Enforcement Block Grant Program

The purpose of the Local Law Enforcement Block Grant program is to provide funding directly to local governments to support a wide range of law enforcement activities, including community crime prevention.

Specifically, these funds may be used to “establish crime prevention programs involving cooperation between community residents and law enforcement personnel to control crime....” Much of the work that your Clubs are doing fits squarely within the crime prevention category. SMART Moves, Street SMART, gang prevention, job training, mentoring, and many other Club programs meet the criteria. These funds are being provided primarily to local units of government to help underwrite projects that *your mayor* decides are a priority in your community. These funds will be used to purchase equipment and staff police departments, *unless you make your Club and kids a priority for the mayor.*

The best way to access funds is through a partnership with your city, town or local law enforcement agency(ies). You will need a strong relationship with your mayor's office and law enforcement agency(ies). If you do not have this relationship in place, you should make it a priority to establish one (i.e. get the mayor, city administrator and chief of police on your board).

Determine who administers this program in your city/town/county (usually the mayor or chief of police) and find out how these funds were used last year. Determine your highest level contact (e.g. is a board member friendly with the mayor? the city administrator? the chief of police?). Set up a meeting to discuss a potential collaboration. These funds may be used for crime prevention programs (see summary). It is up to you to illustrate the benefits of such a program.

Byrne Formula Grants

The Byrne Formula Grant Program is a partnership among federal, state, and local governments to create safer communities. Bureau of Justice Assistance is authorized to award grants to states for use by states and units of local government to improve the functioning of the criminal justice system—with emphasis on violent crime and serious offenders—and enforce state and local laws that establish offenses similar to those in the federal Controlled Substances Act .

Grants may be used to provide personnel, equipment, training, technical assistance, and information systems for more widespread apprehension, prosecution, adjudication, detention, and rehabilitation of offenders who violate such state and local laws. Grants also may be used to provide assistance (other than compensation) to victims of these offenders. Twenty-nine legislatively authorized purpose areas were established to define the nature and scope of programs and projects that may be funded under the Byrne Formula Grant Program, include areas relevant to your Club like gang prevention (Targeted Outreach), drug and alcohol prevention efforts (SMART Moves).

While you are not eligible for direct Byrne Formula Grant Program funding you may seek funding for innovative projects through subgrants. In each state, the governor appoints a State Administering Agency (SAA) to handle the subgranting of these funds to local and state criminal justice operations. Local practitioners should contact the appointed SAA office to obtain application information

Section B

U.S. Department of Housing and Urban Development (HUD) Initiatives

Community Development Block Grant – Entitlement Program

**State Administered Community Development Block Grant
Program**

Additional Housing Programs to Consider

Community Development Block Grant Entitlement Program



In Short ...

Objective:

The Community Development Block Grant (CDBG) Entitlement Program provides funds to large cities (population of at least 50,000) and urban counties (population of at least 200,000) in support of economic development, principally for low and moderate-income people. *Smaller communities are eligible for the States'/Small Cities program, summarized later in this guide.*

Program:

With the exception of congressional / OJP funding, Clubs receive more in CDBG grants than from any other government source. Nearly every Club is eligible to apply – based on its location and/or population served.

CDBG funds may be used for a broad range of activities that support community and economic development. However, all activities must address at least one of the following objectives: (a.) benefit low and moderate-income people; (b.) eliminate or prevent slums and blight; or (c.) meet other community development needs, when no other financial resources are available.

CDBG funding is primarily for "brick and mortar" type initiatives. However, up to 15% may be used for program operating expenses. Communities use CDBG funding to build infrastructure, rehabilitate housing, and in general, to promote economic development.

CDBG is a 4-star program for local Boys & Girls Clubs. New Clubs have been built and new members reached throughout the country with the help of CDBG funds.

How Funds Reach Your Club

U.S. Dept. of Housing & Urban
Development (HUD)
↓
Metropolitan Cities and Urban Counties
↓
B&GC as Sub-Grantee

How to Access Funds

1. First, determine whether your city or county receives entitlement funding through the Community Development Block Grant Program (CDBG). To do so, you should call your local Department of Community Development and ask how your community receives these funds. (Generally speaking, to receive entitlement funds cities must have a population of 50,000 or more; and counties must be "urban counties" with a population of 200,000 or more. Note, a city may give up its entitlement to allow the county in which it is located to qualify as an urban county. Smaller communities that do not qualify may receive CDBG funding through the States'/Small Cities Program).
2. Second, determine how these funds are received (i.e. through your city or county) and who the administering agency is (i.e. City Planning Office, Mayor's Office, Dept. of Community Development, etc.). *Your proposal will typically be received by both the administering agency and a citizen's advisory committee.*
3. Call the administering agency and ask for application guidelines, timetables, and a listing of funded projects from the previous year or two. *Also, get the names of advisory committee members.*
4. See who you or your Board members know on this advisory committee and get your executive or Board Chairman appointed to the committee.

State Administered Community Development Block Grant



In Short ...

Objective:

The State Administered Community Development Block Grant (CDBG) program provides funds to small communities (population of less than 50,000) in support of economic development – principally for low and moderate-income people. *Larger communities are eligible for the CDBG Entitlement program, also summarized in this guide.*

Program Summary:

With the exception of the congressional/OJP funds, Clubs receive more in CDBG grants – either through the Entitlement or States' Program – than from any other government source. Nearly, every Club is eligible to apply - based on its location and/or population served.

CDBG funds may be used for a broad range of activities that support community and economic development. However, all activities must address at least one of the following objectives: (a.) to benefit low and moderate- income people; (b.) to eliminate or prevent slums and blight; or (c.) to meet other community development needs, when no other financial resources are available.

CDBG funding is primarily for "brick and mortar" type initiatives. However, up to 15% may be used for program operating expenses. Communities use CDBG funding to build infrastructure, rehabilitate housing, and in general, to promote economic development.

New Clubs have been built and new members reached throughout the country with the help of the State Administered CDBG program.

How Funds Reach Your Club

U.S. Dept of Housing and Urban Development
(HUD)



Governor's Office
(or Designated State Agency)



Small Local Governments



Boys & Girls Clubs as Sub-Grantee

How to Access Funds

1. The State Administered Community Development Block Grant (CDBG) Program provides funding to communities with a population of less than 50,000 people. Your first step is to confirm that your community is eligible for the *States'* program as opposed to the *Entitlement* program (see summary in this guide).
2. Your next step is to determine how these funds are received (i.e. through your city or county) and who the administering agency is (i.e. city planning office, Mayor's Office; Dept of Community Development, etc.) The proposal you develop will generally be reviewed competitively by this office and a citizen's advisory committee.
3. Call the administering agency and ask for application guidelines, timetables, and a listing of past-funded projects. Also, get the names of advisory committee members.
4. Determine if you or a Board Member have a contact on the advisory committee and get your executive or Board Chairman appointed to the committee.

Additional Housing Programs to Consider

Public Housing Revitalization HOPE VI

HOPE VI revitalization grants may be used for activities including relocation, demolition, development and rehabilitation of public housing rental units and homeownership units, and community and supportive services to residents to revitalize severely distressed public housing developments in accordance with Section 24 of the U.S. Housing Act of 1937. Public housing agencies (PHAs) that have severely distressed public housing in their inventory and meet the threshold requirements of the NOFA are eligible to apply for HOPE VI funds.

If your Public Housing Authority (PHA) has eligible housing, you may want to partner with them to develop a Club as part of rehabilitating a public housing development, or provide community and support services to the youth residing in the development.

Youthbuild

Youthbuild is designed to provide economically disadvantaged young adults with opportunities to obtain an educational experience that will enhance their employment skills as a means to achieving self-sufficiency. Youthbuild provides funds to nonprofit organizations, State and local housing agencies, State and local governments, and other organizations eligible to provide education and employment training under Federal employment training programs. The funding is used to implement housing construction/rehabilitation training programs for disadvantaged and very low-income high school dropouts ages 16 to 24. Youthbuild programs offer educational and job-training services, counseling and other support activities, and onsite paid training in housing rehabilitation or construction work. At least 50 percent of each participant's time is spent in classroom training.

There are two ways to look at Youthbuild – first to receive a Youthbuild grant to provide the Youthbuild program services to your members and other teens in need of the services in your community; or, secondly, look to an existing Youthbuild program site in your community to refer teen members for services.

Public Housing Operating Fund

Drug Elimination funds were rolled into the Public Housing Operating Fund in FY'01. Programs eligible under Department of Education are still eligible today. The Public Housing Operating Fund program provides funds, based on a formula, to PHAs to help them meet their operating and maintenance expenses and offset operating deficits associated with public housing units. For FY03, more than \$3.5 billion is appropriated for the Public Housing Operating Fund program. The program provides subsidies to approximately 3,050 PHAs. Funding allocations are based primarily on the operating fund formula.

So if you serve public housing kids, or want to do so be sure to talk to your local PHA and see how you can partner with them, receiving funds from their Public Housing Operating Fund to provide youth development services.

Indian Community Development Block Grant (ICDBG) Program

The primary objective of this program is to aid the development of viable Indian and Alaskan Native communities that provide a suitable living environment with decent housing and significant economic opportunities, particularly for people with low to moderate income. The program funds federally recognized Indian tribes and Alaskan Native villages, and in certain circumstances, tribal organizations, on a competitive basis for housing rehabilitation, land to support new housing, new housing construction, community infrastructure, community buildings, economic development, public services, and planning.

For Indian Country Clubs, look to partner with your eligible tribe or tribal organizations for the development of a Club building (community building) and Club youth development services (public services.)

Section C

U.S. Department of Health and Human Service (HHS) Initiatives

Temporary Assistance for Needy Families (TANF)

Title XX Social Service Block Grant

Substance Abuse Prevention and Treatment Block Grant

Community Services Block Grant

Head Start

Temporary Assistance for Needy Families



In Short ...

Objective:

The purpose of the TANF Grant Program is to provide grants to States, Territories, or Tribes to assist needy families with children so that children can be cared for in their own homes; to reduce dependency by promoting job preparation, work, and marriage; to reduce and prevent out-of-wedlock pregnancies; and to encourage the formation and maintenance of two-parent families.

Program Summary:

In general, all States, Territories, the District of Columbia, and all federally-recognized Tribes are eligible for TANF funding. State and local agencies and Tribes that operate TANF programs must do so under plans determined to be complete or approved by the Department of Health and Human Services (DHHS). State plans reflect how the funds will be used to promote job preparation, work and marriage; to prevent and reduce out-of-wedlock pregnancies; and to encourage the formation and maintenance of two-parent families.

The TANF block grant program has an annual cost-sharing requirement known as "maintenance-of-effort" (MOE). This basically means that every fiscal year, each State receiving Federal TANF funds must spend an applicable percentage of its own money to help eligible families in ways that are consistent with the purposes of the TANF program.

Clubs and State Alliances of Clubs have received TANF funds to provide teen pregnancy prevention services through SMART Moves, supplemented by regular Club youth development activities.

How Funds Reach Your Club

U.S. Dept. of Health and Human Services
(HHS)

Administration for Children and Families
(ACF) Office of Family Assistance (OFA)



State



Boys & Girls Club as Sub-Grantee

How to Access Funds

1. The first step to accessing these funds is to determine which State agency administers the TANF funds in your State (each State is required to designate a State agency to administer these funds). It will likely be your social services department, but it does vary from state to state. Whatever agency handles community poverty programs is the one you need to call.
2. Request an application packet and deadline information.
3. Before you get too far along, identify your highest level contact at the appropriate agency. Do you have a relationship there? Does a Board Member? Network!
4. FYI: You'll have to develop an application for funding reflecting how your program will address a priority area identified in the State Plan. This will include a community needs assessment, description of your service delivery system, community-collaborative efforts, and a description of how results will be measured.

Title XX

Social Services Block Grant



In Short ...

Objective:

The purpose of the Social Services Block Grant Program is to enable each State to furnish social services best suited to the needs of the individuals residing in the State. Federal block grant funds may be used to provide services directed toward one of the following five goals specified in the law: (1) To prevent, reduce, or eliminate dependency; (2) to achieve or maintain self-sufficiency; (3) to prevent neglect, abuse, or exploitation of children and adults; (4) to prevent or reduce inappropriate institutional care; and (5) to secure admission or referral for institutional care when other forms of care are not appropriate.

Program Summary:

Each State receives a formula grant, based upon its population. This money is then distributed within the State, based on eligibility guidelines set by the State. States have wide discretion over how these funds are used - however, funds may not be used for capital improvements.

Allowable activities include child care; training and employment services; health-related services; recreational services; substance abuse services; and, programs for at-risk or delinquent youth.

This is an opportunity you should look at, if you have not done so already. Local Clubs receive millions of dollars each year in Social Service Block Grant Funds.

This is a \$1.725 billion program!

How Funds Reach Your Club

U.S. Dept. of Health and Human Services
(HHS)



State



Social Service Agencies as Grantees
(or B&GCs as direct grantee of State)



Boys & Girls Club as Sub-Grantee

How to Access Funds

1. All States meeting statutory requirements receive these funds by formula grant, based on population. There are two ways your Club can access these funds: (1) as a grantee directly from the State; or (2) as a sub-grantee of another agency receiving Title XX funding from the State.
2. Contact your State's Department of Social Services (or whatever agency handles social service programs) and ask for an application packet and funding deadlines.
3. Call both your city and county social service agencies and find out whether they are receiving Title XX funding from the State. Ask whether sub-grants are available. If they are, you'll want to receive an application packet and funding deadline information from them as well. This way you can apply directly to the State and to your local government.

Substance Abuse Prevention and Treatment Block Grant



In Short ...

Objective:

The purpose of the Substance Abuse Prevention and Treatment Block Grant program (SAPT) is to provide States funding for planning, implementation and evaluation of substance abuse programs. It is the option of each State to provide services directly, or to sub-grant to public entities or nonprofit organizations (State allocations are determined by a population formula).

SMART Moves and Targeted Outreach are both examples of Club programs well suited for SAPT funding.

Program Summary:

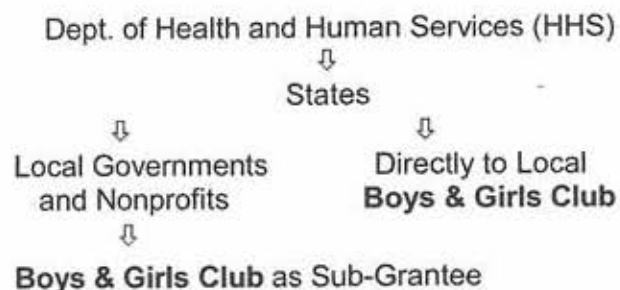
States may use these funds for a wide range of prevention and treatment-related activities including early intervention programs and health, social, educational, vocational and employment services. Block grant services generally target populations with greatest need, including high-risk youth and youth involved with the criminal justice system, pregnant and postpartum women, and people with HIV/AIDS.

This block grant is another of the programs that have greatly enhanced Club services. Clubs have received millions of dollars annually from state block grant funds to enhance services. Some receive their funds directly from the state, others as part of county or citywide initiatives.

You should strongly consider applying for these funds. Our Clubs have a successful track record with this program. As Clubs continue to take leadership roles in community collaborations, even more Clubs will receive this funding.

Call both the state contact and the city or county contact and get specific details on how these funds are distributed. Then develop your plan accordingly.

How Funds Reach Your Club



How to Access Funds

1. There are two ways your Club can access these funds: (1) directly from the State; or (2) from your local government (i.e. city or county), if it receives these funds from the State.
2. Your first step is to identify the administering agency in your State (whoever handles alcohol, drug abuse and mental health issues on the State level). Request an application kit along with information on funding deadlines. **Note:** each State sets its own sub-grant deadlines.
3. Next, find out if your city or county government receives grant funding from the State. Call the agencies that handle drug abuse/mental health issues on the County level, and ask that question. If the answer is yes, find out if sub-grants are available and request an application kit along with deadline information.

Community Services Block Grant



In Short ...

Objective:

The purpose of the Community Services Block Grant Program is to assist States and local communities, working through a network of community action agencies and other neighborhood-based organizations, with the reduction of poverty, the revitalization of low-income communities, and the empowerment of low-income families and individuals in rural and urban areas to become fully self-sufficient. States are required to pass through 90% of their formula grants to local entities. The program is targeted at poor and near-poor communities.

Program Summary:

Funds may be used to provide services and activities that impact upon the causes of poverty in local communities. Allowable activities include: (1) projects that help low-income individuals attain an education; (2) coordination among public and private social service providers to assure effective service delivery; (3) secure and retain meaningful employment; (4) urgent and immediate family needs; and (5) projects that eliminate poverty and encourage citizen participation in community activities; among other activities.

Before a sub-grantee can receive funding, a community action plan must be developed and submitted to the administering agency. Each state establishes its own application guidelines and matching grant requirements.

** These funds are worth looking into; however, be careful as it is a relatively small amount of funding available. Before you apply, carefully look over the application packet from the State to see if this program fits with your Club's plans. If you have or are trying to develop a community-wide collaboration, these funds might be right. States do have fairly wide discretion on who receives funds.

How Funds Reach Your Club

U.S. Dept. of Health and Human Services
(HHS)
Office of Community Service (OCS)
↓
State
↓
Boys & Girls Club as Sub-Grantee

How to Access Funds

1. The first step to accessing these funds is to determine which State agency administers the Community Services Block Grant funds in your State (each State is required to designate a State agency to administer these funds). It will likely be your social services department, but it does vary from state to state. Whatever agency handles community poverty programs is the one you need to call.
2. Request an application packet and deadline information.
3. Before you get too far along, identify your highest level contact at the appropriate agency. Do you have a relationship there? Does a Board Member? Network!
4. FYI: You'll have to develop and submit a community action plan that includes such items as a community needs assessment, description of your service delivery system, community-collaborative efforts, and a description of how results will be measured.

Head Start



In Short ...

Objective:

Head Start is designed to assist disadvantaged children, ages 3 to 5, prepare for elementary school by providing them with a full range of developmental services (including education, health / nutrition, and social development) through local agencies.

In general, 90% of the participating children must come from families with an annual income at or below the poverty line.

Program Summary:

Each State is allocated Head Start funding on a formula basis, however States never see the money. Instead ACYF distributes funding directly to their 10 regional offices, who in turn awards grants directly to local organizations such as public agencies, schools and non-profit organizations.

Although most B&GCs are not set up to serve pre-school children, there are a number of Clubs that do reach out to younger kids. Some of these Clubs have either established Head Start programs or rent space in their Club to the local Head Start Agency.

Note: a 20% non-federal match is required (can be in-kind or cash), although a waiver to the match requirement is sometimes available. All applications must be sent to both the appropriate ACF office and to your state for final approval of funding.

** This is a territorial program that can be extremely tough to access; you must develop an inside contact with your local Head Start people to have a realistic chance of getting funded. Your best bet may be to look at the rental opportunity that exists at your Club.

Consider offering a free B&GC membership to every Head Start graduate - it could provide a nice continuum of care.

How Funds Reach Your Club



How to Access Funds

1. There are two ways your Club can access these funds: (1) as Head Start service provider; or, (2) as leaser of classroom space to the local Head Start provider.
2. Call the regional ACF office in your area and ask for a Head Start application packet and, if available, timetable information. Also, ask for a list of Head Start providers in your area. *You can get the necessary contact information from the Head Start Bureau.*
3. The application must demonstrate that 90% of your participants live at or below the poverty line. In addition, 10% of the program slots must be made available to children with disabilities. *The biggest need in Head Start right now, is for more full-day, full-year programs.*
4. Deadline information will also be published in the Federal Register.

Section D

Corporation for National and Community Service (CNCS) Initiatives

Corporation for National and Community Service Programs

AmeriCorps State and National Programs*

CLUBService

VISTA

Senior Corps

Learn and Serve

AmeriCorps*National Civilian Community Corps

Presidential Freedom Scholarships

Corp. for Nat'l & Community Service Programs



In Short ...

****Note:** *Currently, AmeriCorps is facing an internal funding crisis, putting the program in jeopardy. The enclosed recommendation is based on full or increased funding remaining in place. Keep an eye on this one.*

Objective:

CNCS uses citizen service to meet critical national & community needs, to foster civic responsibility, and to strengthen the ties that bind us together as a nation.

Program Summary:

CNCS, serving as the nation's focal point for citizen service, is comprised of three major programs – AmeriCorps, Senior Corps, and Learn and Serve America.

AmeriCorps*State and National - More than three-quarters of AmeriCorps grant funding goes to Governor-appointed State Commissions (See Appendix A), which in turn distribute and monitor grants to local nonprofits and agencies. This has been used to provide AmeriCorps volunteers to help in various Club areas as Program aides. The other quarter goes to national nonprofits like B&GCA, and its **CLUBService** program, for Club members and alumni to become AmeriCorps volunteers. Also managed by State Commissions, **AmeriCorps* VISTA** members serve full-time for a year helping develop a specific organizational capacity. (e.g.: VISTA volunteers have been used to develop Club's technology capacity.)

Senior Corps is a network of programs that tap the experience, skills, and talents of older citizens to meet community challenges with Foster Grandparents, Senior Companions, and RSVP (Retired and Senior Volunteer Program).

Learn and Serve America's School- and Community-Based programs provide grants to support efforts to engage students in community service linked to educational goals. **Learn and Serve America's Higher Education program** links colleges and universities with their local community.

Learn and Serve America grants go to state education agencies, state commissions, Indian tribes and US territories, colleges and universities, and nonprofit organizations.

How Funds Reach Your Club

Corporation for National & Community Service



State Commission on National and Community Service or **National Nonprofit Organization**



B&GC as Recipient of Subgrant or Services, or Club Members as Service Participants

How to Access Funds/Support

1. Each CNCS/USA Freedom Corps program has its own process, requirements and benefits – some provide funding, some provide direct support.
2. With each initiative, you typically have two options:
 - a) your older Club members may apply to participate in USA Freedom Corps programs; or
 - b) Your Club can be a grant recipient or the beneficiary of an USA Freedom Corps project.
3. Call your State Commission on National and Community Service and request information about which initiatives they manage, and request application information. (See Appendix A for list of CNCS state offices.) Find out if other State agencies manage other service programs you are interested in, (eg: Learn and Serve America through some state Education depts.)
4. Call B&GCA's Program Services department and ask about the CLUBService Educational Awards Program.

B&GCA's Office of Government Relations has developed a strong partnership with the CNCS. We strongly encourage you to get involved in this program.

AmeriCorps*National Civilian Community Corps



In Short ...

Objective:

CNCS' AmeriCorps*NCCC is a 10-month residential national service program for young women and men between the ages of 18 - 24. NCCC combines the best practices of civilian service with the best aspects of military service, including leadership and team building. Priority is given to projects in public safety, public health, and disaster relief. NCCC teams meet community needs in cooperation with non-profit programs, state and local agencies, and other community groups.

Program Summary:

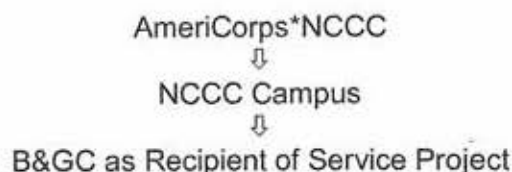
NCCC teams, based on five campuses across the country, are comprised of eight to 15 NCCC members who are assigned from six to eight weeks at specific locations in neighboring states to complete projects. For Boys & Girls Clubs, the experience has been NCCC teams averaging ten NCCC members, assigned for an average of six weeks at their Club to do physical enhancements to a Club, its grounds and/or its camp, while providing direct services to Club members (eg: provide Street SMART sessions.)

Local/Club projects must meet the following criteria for an NCCC team to be assigned:

- ◆ Address compelling community (Club) needs;
- ◆ Have clearly stated and well planned tasks and objectives;
- ◆ Use all NCCC team members effectively throughout the project;
- ◆ Provide opportunities for NCCC members' growth and development;
- ◆ Involve the community throughout the project;
- ◆ Have a plan for sustainability after AmeriCorps*NCCC members complete their work.

NCCC also provides a great opportunity for Club members who are interested in a year of service as an NCCC team member.

How Support Reaches Your Club



How to Access Support

1. Applications for AmeriCorps*NCCC team support are submitted to the NCCC campus that services your State. For information about your campus and their contact info, contact B&GCA's Program Services department and ask about the AmeriCorps*NCCC program.
2. Your NCCC application should reflect the 4 – 8 week project support you are requesting, and what the NCCC Team will specifically address at your Club. This may include one major project or several smaller projects.
3. Applications are received year-round, but the teams are assigned based on their availability and projects already scheduled, so ask your Campus representative what will work best with them.

B&GCA's Office of Government Relations has developed a strong partnership with the Corporation for National and Community Service. Clubs have benefited greatly from NCCC support, have had Club members join NCCC, and have hired NCCC alumni as Club staff. We strongly encourage you to get involved in this program.

Presidential Freedom Scholarship Program



In Short ...

Objective:

As a component of CNCS' Learn and Serve America program, the Presidential Freedom Scholarships are designed to highlight and promote service and citizenship by students and to recognize students for their leadership in those areas. Through the program, each high school and each Boys & Girls Club in the country may select up to two students - juniors or seniors - to receive a \$1,000 scholarship in recognition of outstanding leadership in service to their community. With funds appropriated by Congress, the Corporation for National and Community Service provides \$500 for each scholarship, which is matched with \$500 from Boys & Girls Clubs of America.

Program Summary:

Since 1999, B&GCA has linked the Youth of the Year program to the Presidential Freedom Scholarship program. It is a natural match for both programs as Club Youth of the Year are leaders and doers interested in contributing to the improvement of their community through service.

Each B&GC Clubhouse/Unit/Branch in the nation is eligible to submit two youth (juniors or seniors) to receive the Presidential Freedom Scholarship. Single unit Clubs provide \$2,000 in scholarship funds through this program; an organization with 10 units provides \$20,000!

For many Club members, the Presidential Freedom Scholarship is the difference of being able to attend college or not, even when it means starting at a junior college or community college. In addition, many Clubs have been able to leverage the scholarships locally by finding sources to match or supplement the scholarships, therefore making scholarships a reality for their members.

B&GCA's Office of Government Relations has developed a strong partnership with the Corporation for National and Community Service. We strongly encourage you to take full advantage of this program.

How Funds Reach Your Club

Corporation for Nat'l and Community Service/
Presidential Freedom Scholarship Program



B&GC Members as Recipients
with College/University

How to Access Funds

1. The availability of the Presidential Freedom Scholarships is announced each spring on www.bgca.net in conjunction with the Youth of the Year program.
2. Clubs complete a simple application form and submit it to the provided address by the identified date.
3. Club members are notified directly when they receive the Scholarship. This typically occurs in the summer months. Scholarship checks are made out directly to students and the college/university they are or will be attending.
4. Each Club needs to follow up and track notification and receipt of the scholarship directly with the members they nominated. The Club will not receive any notifications from the Presidential Freedom Scholarship Program.
5. Call B&GCA Program Services department with any questions about the scholarships.

Section E

U.S. Department of Labor (DOL) Initiatives

Workforce Investment Act

State Formula Grants

Youth Opportunities (YO!) Program

Additional Labor Program to Consider

Workforce Investment Act



In Short ...

Objective:

The Workforce Investment Act (WIA) is designed to help states and localities develop comprehensive youth workforce development services that address youth's many developmental needs.

Program Summary:

The Workforce Investment Act of 1998 creates a comprehensive youth development approach to workforce development. WIA provides formula funds to states, which they in turn allocate to their local investment areas. In addition, states set aside 15% of their youth funds for statewide activities, like disseminating a list of eligible youth service providers.

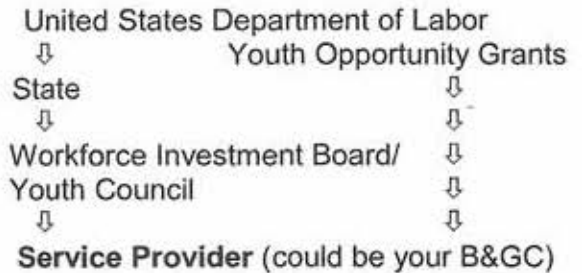
WIA promotes community partnership and representation through workforce investment boards and youth councils. Youth councils plan and coordinate youth programs and recommend and oversee youth service providers.

WIA requires that youth services be made available through a one-stop system. One-stop centers serve as the entry point for all youth in the local area. These centers are gateways to services such as job search, career exploration, use of career center resources, and information on and referrals to other youth providers.

WIA also provides **Youth Opportunity grants** to communities on a competitive basis to establish youth opportunity centers so youth living in high poverty areas can access a wide range of services.

Boys & Girls Clubs have great career exploration and job readiness resources in Career Explorers Club, Job Ready! and Career Launch national resources, and are located to serve disadvantaged youth conveniently. Look at how your Club can align with your local Youth Council and become a local service provider of career services or summer and year-round jobs for teens.

How Funds Reach Your Club



How to Access Funds

1. Contact your state workforce investment contacts (see Appendix A) and ask how these funds are passed down to the Workforce Investment Board (WIB) and Youth Council in your area (also get the necessary phone numbers).
2. Contact your local Workforce Investment Board (WIB) and ask for information about the Youth Council and funding/partnership opportunities. Also, ask for the names of those sitting on the WIB and Youth Council and see who you know. You may be surprised to learn that you already have a great contact there.
3. Determine what the application process is - either to operate your own program or to involve your Club members in an existing program.
4. Clubs all over the country have participated successfully in this program. So if it fits within your program goals, apply for it.

Contact: Your local Workforce Investment Board and Youth Council. Get the phone number from the State Workforce Investment agency.

Additional Labor Department Program to Consider

Job Corps

As a national, primarily residential, career development program, Job Corps' mission is to: (1.) attract eligible young adults; (2.) involve them in a career development services system which begins prior to enrollment and continues through post-center services; (3.) assist them in acquiring the skills they need to achieve their career goals and live independently; and (4.) support them in entering and remaining in meaningful jobs or further education.

Job Corps is the nation's largest and most comprehensive residential, education and job training program for at-risk youth, ages 16 through 24. Job Corps provides integrated academic, vocational, and social skills training disadvantaged youth need to gain independence and get quality, long-term jobs or further their education.

Job Corps serves nearly 70,000 students a year at 118 Job Corps centers throughout the country. Operating within the Career Development Services System (CDSS), Job Corps training is composed of five stages: Outreach and Admissions (OA), Career Preparation Period (CPP), Career Development Period (CDP), Career Transition Period (CTP), and Career. The fundamental goal of the process is to help students achieve their career objective. For more information about CDSS, visit their website at "www.jccdr.org".

Job Corps is an excellent vocational resource for Club members who could benefit from the integrated services provided by Job Corps. Clubs have taken good advantage of Job Corps over the years. To be providing the full range of services to your teen members, from college prep to vocational preparation, make sure Job Corps is a resource option for your members.

Job Corps is a public-private partnership, administered by the U. S. Department of Labor (DOL), Employment & Training Administration's (ETA), Office of Youth Services (OYS).

Section F

U.S. Department of Education (DOE) Initiatives

Safe and Drug Free Schools and Communities Act Programs

State Formula Grant Program

National Program

21st Century Community Learning Centers

Safe and Drug-Free Schools and Communities Act Formula Grants



In Short ...

Objective:

The purpose of the Drug-Free Schools and Communities Act is to help states and local organizations develop and maintain safe, disciplined, and drug-free schools. Activities may be carried out by State and local educational agencies and community-based organizations.

Program Summary:

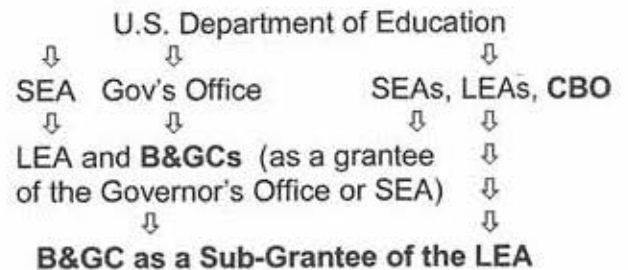
State Program - Each State receives a formula grant from the U.S. Department of Education. The majority of these funds go to the State Education Agency (SEA) for state and local activities. These SEA funds are passed to LEAs or directly to community-based organizations concerned with drug use and violence prevention. The remaining funds are used by the Governor's Office. In the same way, the Governor's Office then sub-grants funds to LEAs or community-based organizations.

National Program - U.S. Department of Education directly administers a number national formula and discretionary grant programs, addressing community service for suspended students, mentoring for students with greatest needs, and reducing alcohol abuse among students. CBOs can apply directly for the mentoring grants; others are only for SEA or LEA.

Your best bet is to become a sub-grantee of your LEA. The best way to go about this is to get actively involved with your local or regional advisory council. Councils consist of parents, teachers, public officials, and CBO representatives.

A good number of Clubs around the country receive funding for their SMART Moves and Targeted Outreach programs; others are involved in community collaborations. *You should pursue this opportunity if your Club is interested in drug abuse and violence prevention initiatives.*

How Funds Reach Your Club



How to Access Funds

1. There are four ways your Club can access these funds: (1) as a direct grantee of USDOE; (2) as a direct grant from the State Education Agency (SEA); (3) as a direct grant from the Governor's Office; or (4) as a sub-grantee from your Local Education Agency (LEA).
2. You should request application information and a funding timetable from each potential funding source - USDOE, SEA, Governor's Office, and LEA. The Governor's Office or the Department of Education (see contact below) can tell you how to reach your SEA. The SEA can then guide you to your LEA.
3. Each LEA is required by law to establish a local or regional advisory council. After collecting the basic application materials, you should find out who sits on this advisory council. As with other programs in this guide, you may be surprised to know that a strong supporter is in a position to help your Club.
4. Request a list of funded activities for the previous year or two, to get an idea of how these funds tend to be used.

21st Century Community Learning Centers



In Short ...

Objective:

The **21st Century Community Learning Centers** program is designed to provide expanded academics enrichment opportunities for children attending low performing schools during non-school hours (after school, weekends, summer time.)

Program Summary:

The 21st CCLC program is a key component of the No Child Left Behind Act. It is an opportunity for students and their families to continue to learn new skills and discover new abilities after the school day has ended. Each State receives a state formula grant and administers grants to local schools and CBOs, based on their approved State Plan.

Local Clubs and other CBOs are eligible to apply directly for 21st CCLC funding to their State Education Department, to serve young people from eligible schools. However, funding decisions are made by each State and typically require the support and cooperation of the eligible school.

21st Century Community Learning Centers offer students a broad array of services, programs, and activities. Tutorial services and academic enrichment activities are designed to help students meet local and state academic standards in subject such as reading and math. In addition 21st CCLC programs provide youth development activities, drug and violence prevention programs, technology education programs, art, music and recreation programs, counseling and character education to enhance the academic component of the program.

The state educational agency may approve an application for a program to be **located in a facility other than an elementary school or secondary school**, only if the program will be as available and accessible to the students to be served as if the program were located in an elementary or secondary school.

How Funds Reach Your Club

U.S. Department of Education



State



B&GC (as a sub-grantee) *or* Club as sub-recipient of local education agency subgrant

How to Access Funds

1. Contact your State education agency to get the appropriate state contact and state-specific information.
2. If you haven't already, you must establish a good relationship with your local education agency so you can administer your after-school programs with the full cooperation of the schools.
3. Again, States have the discretion of who will receive these funds. Priority is generally given to applicants that will primarily serve students who attend schools with concentrations of poor students. Also, States must provide a priority for projects that will target services to students who attend low-performing schools.

We encourage your organization to consider applying; call your appropriate state contact to get more state-specific information

Section G

U.S. Department of Agriculture (USDA) Initiatives

Summer Food Service Program

Child and Adult Care Food Program

Afterschool Snacks Program

Summer Food Service Program



In Short ...

Objective:

The Summer Food Service Program was created to ensure that children in lower-income areas could continue to receive nutritious meals during long school vacations, when they do not have access to school lunch or breakfast. The Summer Food Service Program (SFSP) helps children get the nutrition they need to learn, play, and grow throughout the summer months when they are out of school.

Program Summary:

The Summer Food Services Program is a federally funded program operated by USDA's Food and Nutrition Service, and administered at the State level by a State agency – typically the state Education Department.

To become a local sponsor, nonprofit organizations must be approved by the State agency as either an "open" or "enrolled" site. An "open" site is one in which at least half of the children in the area are eligible for free or reduced-price school meals. An "enrolled" site is one in which at least half the children enrolled in the summer program are eligible for a free or reduced-price lunch. An approved site may serve meals to up to 300 children (500 with a special waiver granted by the State).

Meals must be served as a complete package and have the same meal components as school lunch and breakfast. Lunch and one other meal or snack may be served.

Clubs throughout the country currently provide meals to their members. In fact, for many Boys & Girls Club kids their most substantial meal of the day is eaten at your B&GC. You should look into this one if you have not done so already.

How Funds Reach Your Club

U.S. Department of Agriculture



State Education Agencies (SEA) or Regional Food, Nutrition, and Consumer Services Offices



B&GC as local sponsor

How to Access Funds

1. In most cases, the Agriculture Department's Food & Nutrition Service (FNS) sends funding to State Educational Agencies (SEA). The SEA then passes funds through to local sponsors, including many Boys & Girls Clubs, to serve meals to children during the summer months and other vacation periods.
2. If you are interested in applying for these funds, you must contact your state SEA and ask for an application kit and deadline information. (See Appendix A)
3. After becoming an approved site, you will submit forms documenting how many meals were served for the month. There is an administering and operating rate for each meal served. You will be reimbursed at that rate or for actual cost if less than the rate.

Child and Adult Care Food Program



In Short ...

Objective:

U.S. Department of Agriculture's Child and Adult Care Food Program (CACFP) provides funding for nutritious snacks served to youth in afterschool care programs (.58 cents per snack per child per day).

Program Summary:

To be eligible to participate, your Club must be located in a low-income area where 50% or more of the children are eligible for free and reduced price school meals. Additionally, you must offer educational or enrichment activities. There are no federal licensing requirements to participate in USDA afterschool snacks; however, afterschool care programs are required to meet any State and local licensing requirements. If there are no State or local requirements, programs must meet State or local health and safety requirements. Licensing requirements vary from state to state, so you will want to ask your state agency that oversees nutrition programs about your particular requirements.

Once in the program, your Club will be reimbursed at the highest level of reimbursement ("free rate") which is currently 58 cents a snack per child per day. (Rates are adjusted every July 1.)

Afterschool snacks can be served to all children and youth through age 18 and must be offered at no charge. To be reimbursable, each snack must include at least two of the following four items: a serving of fluid milk; a serving of meat or meat alternate; a serving of vegetable(s) or fruit(s) or full strength vegetable or fruit juice; a serving of whole grain enriched bread or cereal. Examples of a reimbursable snack include string cheese and 100% juice, or an apple and a carton of milk.

You will need a roster or sign-in sheet for participating children and youth. Additionally, you must record and report the total number of snacks served each day, and document that the snacks served met the USDA nutritional requirements for

the Program. You must then submit these documents to the State agency, or your umbrella organization, on a regular basis in order to receive reimbursement.

How Funds Reach Your Club

U.S. Department of Agriculture



State Agency



B&GC participating in CACFP

How to Access Funds

1. Clubs that wish to participate in USDA afterschool snacks must apply through their State agency. Your State agency can answer additional questions you have regarding participating in USDA afterschool snacks.
2. Determine the appropriate agency in your state - See Appendix A.
3. Contact the state agency and request all application/guideline materials, so that you can get involved.

Section H

U.S. Treasury Department Initiatives

G.R.E.A.T. Program

Earned Income Credit (EIC) and Child Tax Credit (CTC)

Gang Resistance Education and Training G.R.E.A.T.



In Short ...

Objective:

Through the G.R.E.A.T. program, law enforcement provides a wide range of structured community-based activities and classroom instruction for school-aged children. The desired results are a sense of competency, usefulness and personal empowerment needed to avoid involvement in youth violence, gangs and criminal activity.

Program Summary:

G.R.E.A.T. originated through a combined effort of the Bureau of Alcohol, Tobacco and Firearms and the Phoenix Police Department, and in 1993 expanded nationwide.

Annually, the Bureau of Alcohol, Tobacco and Firearms makes monies available to assist in funding local G.R.E.A.T. Programs. **The funds are restricted to law enforcement agencies only.** Funds are limited and agency applications are evaluated and ranked. Not all agencies that apply for funds are necessarily awarded funding. It is important to work with your local law enforcement officials to jointly develop this funding opportunity.

The Bureau of Alcohol, Tobacco & Firearms (ATF) has a special partnership with Boys and Girls Clubs of America to introduce the G.R.E.A.T. program into Boys & Girls Clubs throughout the country. G.R.E.A.T. enhances gang and delinquency prevention efforts in local Clubs, bringing ATF officers and ATF trained police officers into Boys & Girls Clubs throughout the country to implement the G.R.E.A.T. curriculum. Based on the success of a pilot initiative at four Clubs, ATF is committed to bringing the program to as many Clubs as possible.

How Funds Reach Your Club

U.S. Dept. of Treasury
Alcohol, Tobacco & Firearms (ATF)
G.R.E.A.T. Program Branch



Local Law Enforcement



Boys & Girls Club as Partner

How to Access Funds

1. The first step to accessing this program is to determine if local law enforcement officials are already doing the program. If they are, look at how you can partner with them to expand their program. If they aren't, see if they are interested in partnering with you to do the G.R.E.A.T. program.
2. Work with local law enforcement officials to complete a program application. For more information please contact the G.R.E.A.T. Branch at 800-726-7070 or B&GCA's Office of Government Relations at 301-251-6676.

Earned Income Credit (EIC) & Child Tax Credit (CTC)



In Short ...

Objective:

The Earned Income Credit (EIC) and Child Tax Credit Programs (CTC) of the U.S. Treasury Department's Internal Revenue Service (I.R.S.) are designed to help bring people out of poverty. The EIC program now brings more people out of poverty than any other federal program or combination of programs.

Many families are not aware of this credit/benefit and local Clubs are ideally positioned to educate Club member parents about the Credits.

Program Summary:

The Earned Income Credit (EIC) is a tax benefit for low-income workers. For those who owe federal income tax, it can reduce or eliminate the tax they owe, and some workers can get money back. Even workers who don't owe income tax can qualify. These workers receive their entire EIC in a check from the IRS.

In addition, millions more low-income families are now eligible for an extra refund from a new provision of the Child Tax Credit (CTC), even if they earn too little to owe income tax! In most cases, the EIC (and CTC) will not affect eligibility or benefit levels for federal assistance programs, including cash assistance, Medicaid, food stamps, SSI, or public or subsidized housing.

Your Boys & Girls Club has the great opportunity to educate parents about these credits, helping them take full advantage of EIC and CTC tax credits. You can help Club member families move out of poverty, or help relieve their financial situation. Parents will appreciate the tax return or relief, and look at your Club as a partner that is trying to help their child and the family.

How Funds Reach Your Club Parents

U.S. Dept. of Treasury
IRS – EIC & CTC Programs



Outreach Information from Club



Parents Taking Advantage of EIC & CTC

How to Educate Parents

1. The Center on Budget and Policy Priorities spearheads a national outreach campaign to promote the EIC and Child Tax Credit.
2. As part of its campaign, the Center produces an EIC community outreach kit, which can help you launch your own grassroots campaign.
3. View the kit for this year at www.cbpp.org/eic2003.
4. To find out if other organizations in your community are participating in an EIC outreach effort, contact the Center and also contact the IRS Territory Manager for your area.
5. See page 18 of the booklet "Linking Workers to Free Tax Filing Assistance" in the EIC kit.

Appendix A

Contact Information

State Juvenile Justice Specialists

HUD Field Offices

State Commissions on National and Community Service

**Corporation for National and Community Service State
Offices**

State Workforce Investment Act Contacts

State Agencies Administering Child Nutrition Program

State Juvenile Justice Specialists

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Burlington Office
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Hartford Office
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Manchester Office
Norris Cotton Federal Building
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235 Cumberland Bend, Suite 200
Nashville, TN 37228-1803
615-736-5213, ext. 7120
Office Hours: 8 a.m.-4:30 p.m.

Midwest

Cincinnati Area Office
15 East Seventh Street
Cincinnati, OH 45202-3188
513-684-3451
Office Hours: 8 a.m.-4:45 p.m.

Cleveland Area Office
1350 Euclid Avenue, Suite 500
Cleveland, OH 44115-1815
216-522-4058, ext. 7102
Office Hours: 8 a.m.-4:40 p.m.

Flint Area Office
Municipal Center, North Building
1101 South Saginaw Street
Flint, MI 48502-1953
810-766-5110
Office Hours: 8 a.m.-4:30 p.m.

Grand Rapids Area Office
Trade Center Building
50 Louis Street, NW
Grand Rapids, MI 49503-2648
616-456-2100
Office Hours: 8 a.m.-4:30 p.m.

Illinois State Office
Ralph Metcalfe Federal Building
77 West Jackson Boulevard
Chicago, IL 60604-3507
312-353-5680
Office Hours: 8:15 a.m.-4:45 p.m.

Indiana State Office
151 North Delaware Street, Suite 1200
Indianapolis, IN 46204-2526
307-266-6303, ext. 7034
Office Hours: 8 a.m.-4:30 p.m.

Michigan State Office
477 Michigan Avenue
Detroit, MI 48226-2592
313-226-7900
Office Hours: 8 a.m.-4:30 p.m.

Minnesota State Office
920 Second Avenue, South, Suite 1300
Minneapolis, MN 55402
612-370-3288
Office Hours: 8 a.m.-4:30 p.m.

Ohio State Office
200 North High Street, Room 700
Columbus, OH 43215-2499
614-469-2540
Office Hours: 8 a.m.-4:45 p.m.

Springfield Office
320 West Washington Street, Seventh
Floor
Springfield, IL 62707
217-492-4120
Office Hours: 8:15 a.m.-4:45 p.m.

Wisconsin State Office
310 West Wisconsin Avenue, Room
1380
Milwaukee, WI 53203-2289
414-297-3214, ext. 8000
Office Hours: 8 a.m.-4:30 p.m.

Southwest

Arkansas State Office
425 West Capitol Avenue, Suite 900
Little Rock, AR 72201-3488
501-324-5401
Office Hours: 8 a.m.-4:30 p.m.

Dallas Office
525 Griffin Street, Room 860
Dallas, TX 75202-5007
214-767-8300
Office Hours: 8 a.m.-4:30 p.m.

Houston Area Office
2211 Norfolk, Suite 200
Houston, TX 77098-4096
713-313-2274, ext. 7021
Office Hours: 7:45 a.m.-4:30 p.m.

Lubbock Area Office
1205 Texas Avenue, Room 511
Lubbock, TX 79401-4093
806-472-7265, ext. 3030
Office Hours: 8 a.m.-4:45 p.m.

New Mexico State Office
625 Silver Avenue, SW., Suite 100
Albuquerque, NM 87102-3185
505-346-6463, ext. 7332
Office Hours: 8 a.m.-5 p.m.

New Orleans Office
Hale Boggs Building
501 Magazine Street, Ninth Floor
New Orleans, LA 70130-3099
504-589-7201
Office Hours: 8 a.m.-4:30 p.m.

Oklahoma State Office
500 West Main Street, Suite 400
Oklahoma City, OK 73102-2233
405-553-7500
Office Hours: 8 a.m.-4:30 p.m.

San Antonio Area Office
One Alamo Center
106 South St. Mary's Street
San Antonio, TX 78207-4563
210-475-6806
Office Hours: 8 a.m.-4:30 p.m.

Shreveport Area Office
401 Edwards Street, Room 1510
Shreveport, LA 71101-3289
318-676-3440
Office Hours: 7:45 a.m.-4:30 p.m.

Texas State Office
801 Cherry Street
P.O. Box 2905
Fort Worth, TX 76113-2905
817-978-5980
Office Hours: 8 a.m.-4:30 p.m.

Tulsa Area Office
1516 South Boston Avenue, Suite 100
Tulsa, OK 74119-4030
918-581-7168
Office Hours: 8 a.m.-4:30 p.m.

Great Plains

Des Moines Office
210 Walnut Street, Room 239
Des Moines, IA 50309-2155
515-284-4573
Office Hours: 8 a.m.-4:30 p.m.

Kansas State Office
400 State Avenue, Room 200
Kansas City, KS 66101-2406
913-551-5462, ext. 5
Office Hours: 8 a.m.-4:30 p.m.

Missouri State Office
1222 Spruce Street, No. 3207
St. Louis, MO 63103-2836
314-539-6560
Office Hours: 8 a.m.-4:30 p.m.

Omaha Office
10909 Mill Valley Road, Suite 100
Omaha, NE 68154-3955
402-492-3103
Office Hours: 8 a.m.-4:30 p.m.

Rocky Mountains

Colorado State Office
633 17th Street, 14th Floor
Denver, CO 80202-3607
303-672-5440
Office Hours: 8 a.m.-4:30 p.m.

Helena Field Office
Seven West Sixth Avenue
Helena, MT 59601
406-449-5050
Office Hours: 8 a.m.-4:30 p.m.

North Dakota State Office
657 Second Avenue North, Room 366
Fargo, ND 58108
701-239-5040
Office Hours: 8 a.m.-4:30 p.m.

Salt Lake City Office
125 South State Street, Suite 3001
Salt Lake City, UT 84138
801-524-6070
Office Hours: 8 a.m.-4:30 p.m.

South Dakota State Office
2400 West 49th Street, Room I-201
Sioux Falls, SD 57105-6558
605-330-4223
Office Hours: 8 a.m.-4:30 p.m.

Wyoming State Office
100 East B Street, Room 1010
Casper, WY 82601
307-261-6251
Office Hours: 8 a.m.-4:30 p.m.

Pacific/Hawaii

Arizona State Office
400 North Fifth Street, Suite 1600
Phoenix, AZ 85004-2361
602-379-4434
Office Hours: 8 a.m.-4:30 p.m.

California State Office
450 Golden Gate Avenue
San Francisco, CA 94102-3448
415-436-6550
Office Hours: 8:15 a.m.-4:45 p.m.

Fresno Area Office
2135 Fresno Street, Suite 100
Fresno, CA 93721-1718
559-487-5033, ext. 232
Office Hours: 8 a.m.-4:30 p.m.

Hawaii State Office
500 Ala Moana Boulevard, No. 3A
Honolulu, HI 96813-4918
808-522-8175, ext. 256
Office Hours: 8 a.m.-4 p.m.

Los Angeles Area Office
611 West Sixth Street, Suite 800
Los Angeles, CA 90017
213-894-8007
Office Hours: 8 a.m.-4:30 p.m.

Nevada State Office
333 North Rancho Drive, Suite 700
Atrium Building
Las Vegas, NV 89106-3714
702-388-6208
Office Hours: 8 a.m.-4:30 p.m.

Reno Area Office
3702 South Virginia Street, Suite G-2
Reno, NV 89502-6581
775-784-5356
Office Hours: 8 a.m.-4:30 p.m.

Sacramento Area Office
925 L Street, Suite 175
Sacramento, CA 95814
916-498-5220, ext. 322
Office Hours: 8 a.m.-4:30 p.m.

San Diego Area Office
Symphony Towers
750 B Street, Suite 1600
San Diego, CA 92101-8131
619-557-5310
Office Hours: 8 a.m.-4:30 p.m.

Santa Ana Area Office
1600 North Broadway, Suite 101
Santa Ana, CA 92706-3927
714-796-5577, ext. 3006
Office Hours: 8 a.m.-4:30 p.m.

Tucson Area Office
160 North Stone Avenue
Tucson, AZ 85701-1467
520-670-6000
Office Hours: 8 a.m.-4:30 p.m.

Northwest/Alaska

Alaska State Office
949 East 36th Avenue, Suite 401
Anchorage, AK 99508-4399
907-271-4170
Office Hours: 8 a.m.-4:30 p.m.

Idaho State Office
Suite 220, Plaza IV
800 Park Boulevard
Boise, ID 83712-7743
208-334-1990
Office Hours: 8 a.m.-4:30 p.m.

Oregon State Office
400 Southwest Sixth Avenue, Suite 700
Portland, OR 97204-1632
503-326-2561
Office Hours: 8 a.m.-4:30 p.m.

Spokane Office
U.S. Courthouse Building
920 West Riverside, Suite 588
Spokane, WA 99201-1010
509-353-0674
Office Hours: 8 a.m.-4:30 p.m.

Washington State Office
909 First Avenue, Suite 200
Seattle, WA 98104-1000
206-220-5101
Office Hours: 8 a.m.-4:30 p.m.

State Commissions on National and Community Service

Governor's Office on National and Community Service

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Alaska State Community Service Commission

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Governor's Commission on Service and Volunteerism

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Arkansas Commission on National and Community Service

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www.state.ar.us/dhs/adov/ns_programs.html

GO SERV - The Governor's Office on Service and Volunteerism

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Colorado Governor's Commission on Community Service

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1059 Alton Way, Building 758, Suite 123
Denver, CO 80230
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Connecticut Commission on National and Community Service

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61 Woodland Street
Hartford, CT 06105-2326
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website: www.ctdhe.org/ccnsc

District of Columbia Commission on National and Community Service

Deborah Gist
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website: www.cnsc.dc.gov

Delaware Community Service Commission

Jarvis Berry
Executive Director
Charles Debnam Building, Herman Holloway
Campus
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Volunteer Florida

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Georgia Commission for Service and Volunteerism

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Hawai'i Commission on National and Community Service

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Serve Idaho

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Illinois Commission on Volunteerism and Community Service

Asta Ardickas Bonheyo
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Illinois Dept of Human Services
623 E. Adams, 1st Floor
Springfield, IL 62701-1614
phone: 217/558-2663
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e-mail: dhsdp68@dhs.state.il.us
website: www.illinois.gov/volunteer

Indiana Governor's Commission on Community Service and Volunteerism

Joseph L. Smith
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302 West Washington Street, Room E220
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website: www.state.in.us/iccsv

Iowa Commission on Volunteer Service

Deb Madison-Levi
Commission Administrator
200 East Grand Avenue
Des Moines, IA 50309-1856
phone: 515/242-5466
fax: 515/242-4809
e-mail: deb.madison-levi@ided.state.ia.us
website: www.volunteeriowa.org

Kansas Volunteer Commission

Patricia P. Kells
Executive Director
120 SE 10th Avenue
Topeka, KS 66612-1103
phone: 785/368-6207
fax: 785/368-6284
e-mail: pkells@ksde.org
website: www.kanserve.org

Kentucky Commission on Community Volunteerism and Service

Eileen Cackowski
Executive Director
275 East Main Street - Mail Stop 3W-C
Frankfort, KY 40621-0001
phone: 502/564-7420 or 800/239-7404
fax: 502/564-7478
e-mail: kccvs@mail.state.ky.us
website: <http://volunteerky.state.ky.us>

Louisiana Serve Commission

Shawn D. Wilson
Executive Director
263 Third Street, Suite 610-B
Baton Rouge, LA 70801-1306
phone: 225/342-2038
fax: 225/342-0106
e-mail: swilson@crt.state.la.us
website: www.crt.state.la.us/laserve

Maine Commission for Community

Service

Maryalice Crofton
Executive Director
Maine State Planning Office
187 State Street - 38 State House Station
Augusta, ME 04333-0038
phone: 207/287-5313
fax: 207/287-8059
e-mail: service.commission@maine.gov
website: www.maine.gov/communityservice

Maryland Governor's Office on Service and Volunteerism

Keith Hart
Acting Executive Director
State Office Building
300 West Preston Street, Suite 608
Baltimore, MD 21201
phone: 410/767-4803
fax: 410/333-5957
e-mail: khart@dbm.state.md.us
website: www.qosv.state.md.us

Massachusetts Service Alliance

Maureen F. Curley
Executive Director
100 North Washington Street, 3rd Floor
Boston, MA 02114
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e-mail: mcurlley@msalliance.org
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Michigan Community Service Commission

Kyle Caldwell
Executive Director
1048 Pierpont, Suite #4
Lansing, MI 48913
phone: 517/335-4295
fax: 517/373-4977
e-mail: caldwellk1@state.mi.us
website: www.michigan.gov/mcsc

Serve Minnesota!

Audrey Suker
Executive Director
431 South 7th Street #2540
Minneapolis, MN 55415
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fax: 612/333-7758
e-mail: audrey@serveminnesota.org
website: www.serveminnesota.org

Mississippi Commission for Volunteer Service

Marsha Meeks Kelly
Executive Director
3825 Ridgewood Road, Suite 601
Jackson, MS 39211-6463
phone: 601/432-6779
fax: 601/432-6790
e-mail: marsha@mcvcs.org
website: www.mcvcs.org

Missouri Community Service Commission

Curtis Hendricks
Executive Director
770 Truman State Office Building, PO Box
118 Jefferson City, MO 65102
phone: 573/751-7488 or 877/210-7611
fax: 573/526-0463
e-mail: MCSC@ded.state.mo.us
website: www.movolunteers.org

Montana Commission on Community Service

Steve Nelsen
Executive Director
Office of the Governor - Office of Community Service
1301 Lockey Avenue, 3rd Floor
P.O. Box 200801
Helena, MT 59620-0801
phone: 406/444-5547
fax: 406/444-4418
e-mail: snelsen@state.mt.us
website:
www.discoveringmontana.com/mcsn/css/about.asp

Nebraska Volunteer Service Commission

Debra Hartmann
Executive Director
State Capitol - 6th Floor
P.O. Box 98927
Lincoln, NE 68509-4848
phone: 402/471-6225
fax: 402/471-6286
e-mail: debra.hartmann@hhss.state.ne.us
website: www.state.ne.us/home/NVSC

Nevada Commission for National and Community Service

Ms. Shawn R. Lecker-Pomaville
Executive Director
90 North Maine Street #204
Fallon, NV 89406-2956
phone: 775/423-1461 or 888-338-9759
fax: 775/423-8039
e-mail: shawn@americorpsnevada.org

website: www.americorpsnevada.org

Volunteer NH!

Alexis Walker
Executive Director
117 Pleasant Street
Dolloff Building, 4th Floor
Concord, NH 03301-3852
phone: 603/271-7202
fax: 603/721-7203
e-mail: alexis@volunteernh.org
website: www.volunteernh.org

New Jersey Commission on National and Community Service

Rowena Madden
Executive Director
New Jersey State Department of Education -
Office of Community Services
100 Riverview Complex, P.O. Box 500
Trenton, NJ 08625-0500
phone: 609/633-9627
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e-mail: rmadden@doe.state.nj.us
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New Mexico Commission for Community Volunteerism

Barbara Otto Dennis
Executive Director
Children, Youth and Family Department
3401 Pan American Freeway, NE
Albuquerque, NM 87107-4785
phone: 505/841-4840
fax: 505/841-4839
e-mail: brotto@cyfd.state.nm.us
website: www.newmexserve.org

New York State Office of National and Community Service

Nikki Smith
Executive Director
52 Washington Street, Capital View Office
Park
Rensselaer, NY 12144-2796
phone: 518/473-8882
fax: 518/402-3817
e-mail: volunteernewyork@dfa.state.ny.us
website: www.nyscnscs.org

North Carolina Commission on Volunteerism and Community Service

William Lindsay
Executive Director
Governor's Office of Citizen Affairs
0312 Mail Service Center

Raleigh, NC 27699-0312
phone: 919/715-3470
fax: 919/715-8677
e-mail: volcommission@ncmail.net
website: www.volunteernc.org

North Dakota Workforce Development Council - State Commission on National and Community Service

Jim Hirsch, Executive Director
Department of Commerce
400 E. Broadway, Suite 50
P.O. Box 2057
Bismarck, ND 58502-2057
Phone: 701/328-5345
Fax: 701/328-5320
e-mail: jhirsch@state.nd.us
website: www.ndcommerce.com

Ohio Community Service Council

Katherine A Burcsu
Executive Director
51 North High Street, Suite 800
Columbus, OH 43215
phone: 614/728-2916
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Oklahoma Community Service Commission

Nancy Deaver Sharrock
Executive Director
505 NE 13th Street
Oklahoma City, OK 73104
phone: 405/235-7278
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Oregon Commission for Voluntary Action and Service

Kathleen A. Joy
Executive Director
1600 SW Fourth Avenue
Suite 850
Portland, OR 97201-5522
phone: 503/725-5903
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n

PennSERVE: The Governor's Office of Citizen Service

Margaret (Peg) M. Davis
Executive Director
1306 Labor and Industry Building
7th and Forster Streets
Harrisburg, PA 17120
phone: 717-772-5431
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**Puerto Rico State Commission on
Community Service**

Maria Pillot
Executive Director
Dept of Ed - 10th Flr. Box 190759
Calaf Street and Cesar Gonzalez Ave. - Urb.
Tres Monjitas
San Juan, PR 00919-0759
phone: 787/759-8910, ext. 229
fax: 787/751-6192
e-mail: pilot_m@de.gobierno.pr

Rhode Island Service Alliance

Nicole A. Boothman-Shepard
Executive Director
143 Prairie Avenue
P.O. Box 72822
Providence, RI 02907
phone: 401/331-2298 x15
fax: 401/331-2273
e-mail: nbs@riservicealliance.org
website: www.riservicealliance.org

**South Carolina Commission on National
and Community Service**

Kathryn Gibson Carter
Executive Director
3710 Landmark Drive, Suite 200
Columbia, SC 29204-4062
phone: 803/734-4796
fax: 803/734-4825
e-mail: Kqibson@sde.state.sc.us

South Dakota

There is no Commission on Service in South Dakota at this time. You can contact your local Corporation for National and Community Service office at [South Dakota](#).

**Tennessee Commission on National and
Community Service**

Carol S. White
Executive Director
William R. Snodgrass Tennessee Tower
312 8th Avenue North, Suite 1200

Nashville, TN 37243-0001
phone: 615/532-9416
fax: 615/532-6950
e-mail: cwhite@mail.state.tn.us
website:
www.state.tn.us/finance/rds/tcnacs.html

**Texas Commission on Volunteerism and
Community Service**

Charlie Briggs
Executive Director
Stephen F. Austin Building, Suite 310
1700 North Congress (Box 13385)
Austin, TX 78701-3385
phone: 512/463-1814
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Utah Commission on Volunteers

Scott Snow
Executive Director
527 West 400 North, Suite 3
Orem, UT 84057-1916
phone: 801/764-0704
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e-mail: scottgsnow@utah.gov
website: volunteers.utah.org

**Vermont Commission on National and
Community Service**

Susie Hudson
Executive Director
National Life Building, Drawer 33
Montpelier, VT 05633
phone: 802/828-4982
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**Virginia Commission on National and
Community Service**

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**Washington Commission on National and
Community Service**

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**West Virginia Commission for National
and Community Service**

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**Wisconsin National and Community
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**Wyoming Commission on National and
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.asp](http://dwsweb.state.wy.us/community/commission.asp)

State Offices – Corporation for National and Community Service

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State Director
Office of School Readiness
10 Park Place South Suite 200
Atlanta, Georgia 30303-2927

Phone: 404-656-5957
Fax: 404-651-7429

Guam NSLP, CACFP

State Director
Food Services Section
Guam Department of Education
Post Office Box DE
Hagatna, Guam 96932
Phone: 671-475-6407
Fax: 671-477-5394

Hawaii NSLP, CACFP, SFSP

State Director
School Food Services Business Division
Department of Education
1106 Koko Head Avenue
Honolulu, Hawaii 96816
Phone: 808-733-8400
Fax: 808-732-4293

Idaho NSLP, CACFP, SFSP

State Director
Child Nutrition Programs
Department of Education
Len B. Jordan Office Building
650 West State Street
Post Office Box 83720
Boise, Idaho 83720-0027
Phone: 208-332-6820
Fax: 208-332-6833

Illinois NSLP, CACFP (Child), SFSP

State Director
Nutrition Programs & Support Services
Illinois State Board of Education
100 North First Street
Springfield, Illinois 62777-0001
Phone: 217-782-2491
Fax: 217-524-6124

Indiana NSLP, CACFP, SFSP

State Director
Division of School and Community
Nutrition Programs
Indiana Department of Education
State House, Room 229
151 West Ohio
Indianapolis, Indiana 46204-2798

Phone: 317-232-0850
Fax: 317-232-0855

Iowa NSLP, CACFP, SFSP

State Director
Bureau of Food and Nutrition
Department of Education
Grimes State Office Building
Des Moines, Iowa 50319-0146
Phone: 515-281-4757
Fax: 515-281-6548

Kansas NSLP, CACFP, SFSP

State Director
Kansas State Board of Education
Nutrition Services
120 SE 10th Avenue
Topeka, Kansas 66612-1182
Phone: 785-296-2276
Fax: 785-296-1413

Kentucky NSLP, CACFP, SFSP

State Director
Division of School and Community
Nutrition
State Department of Education
1024 Capital Center Drive
Frankfort, Kentucky 40601
Phone: 502-573-4390
Fax: 502-573-6775

Louisiana NSLP, CACFP, SFSP

State Director
Food and Nutrition Services
Louisiana Department of Education
655 North Fifth Street
Post Office Box 94064
Baton Rouge, Louisiana 70804-9064
Phone: 225-342-3720
Fax: 225-342-3305

Maine NSLP, SFSP

State Director
Department of Education
23 State House Station
Augusta, Maine 04333
Phone: 207-624-6845
Fax: 207-624-6841

Maine CACFP

State Director
Child and Adult Care Food Program
Division of Contracted Community
Services
Department of Human Services
State House, Station 11
221 State Street
Augusta, Maine 04333
Phone: 207-287-5060
Fax: 207-287-5031

Maryland NSLP, CACFP, SFSP

State Director
School and Community Nutrition
Programs
State Department of Education
200 West Baltimore Street 3rd Floor
Baltimore, Maryland 21201-2595
Phone: 410-767-0199
Fax: 410-333-2635

Massachusetts NSLP, CACFP, SFSP

State Director
Nutrition Programs and Services
Department of Education
350 Main Street
Malden, Massachusetts 02148-5023
Phone: 781-338-6479
Fax: 781-338-3399

Michigan NSLP, CACFP

State Director
School Management Services
Michigan Department of Education
608 W. Allegan
Post Office Box 30008
Lansing, Michigan 48933
Phone: 517-373-8642
Fax: 517-373-4022

Michigan SFSP

Summer Program Unit
MWRO USDA FNS SNP
77 West Jackson Boulevard, 20th Floor
Chicago, Illinois 60604-3507
Phone: 312-353-3089
Fax: 312-353-4108

Minnesota NSLP, CACFP, SFSP

State Director
Food and Nutrition Services
Dept of Children, Families and Learning
1500 Highway 36 West
Roseville, Minnesota 55113-4266
Phone: 651-582-8526/800-366-8922
Fax: 651-582-8500

Mississippi NSLP, CACFP, SFSP

State Director
Bureau of Child Nutrition
State Department of Education
500 Greymont Avenue, Suite F
Post Office Box 771
Jackson, Mississippi 39205-0771
Phone: 601-354-7015
Fax: 601-354-7595

Missouri NSLP (School)

State Director
School Food Services
Department of Elementary and
Secondary Education
400 Dix Road
Post Office Box 480
Jefferson City, Missouri 65102-0480
Phone: 573-751-3526
Fax: 573-526-3897

Missouri CACFP, SFSP

State Director
Bureau of Community Food and
Nutrition Assistance
Missouri Department of Health and
Senior Services
505 Hobbs (Lower Level)
Post Office Box 570
Jefferson City, Missouri 65109-0570
Phone: 573-751-6269/800-733-6251
Fax: 573-526-3679

Montana NSLP, SFSP

State Director
Division of School Food Services
Office of Public Instruction
1230 11th Avenue
Post Office Box 202501
Helena, Montana 59620-2501

Phone: 406-444-2505
Fax: 406-444-2955

Montana CACFP

State Director
Children's Services
Department of Public Health & Human
Services
Post Office Box 8005
Helena, Montana 59604
Phone: 406-444-1828
Fax: 406-444-5956

Nebraska NSLP, CACFP, SFSP

State Director
Child Nutrition Programs
State Department of Education
301 Centennial Mall South
Lincoln, Nebraska 68509-4987
Phone: 402-471-3566
Fax: 402-471-4407

Nevada NSLP, CACFP, SFSP

State Director
Health and Safety Programs
Nevada Department of Education
700 East Fifth Street
Carson City, Nevada 89710-5096
Phone: 775-687-9150
Fax: 775-687-9119

New Hampshire NSLP, CACFP, SFSP

State Director
Bureau of Nutrition Programs &
Services
New Hampshire Department of
Education
101 Pleasant Street
Concord, New Hampshire 03301
Phone: 603-271-3860
Fax: 603-271-1953

New Jersey NSLP, CACFP, SFSP

State Director
Bureau of Child Nutrition Programs
State Department of Agriculture
33 West State Street
Post Office Box 334
Trenton, New Jersey 08625-0334

Phone: 609-984-0692
Fax: 609-984-0878

New Mexico NSLP

State Director
Student Nutrition Programs Unit
New Mexico Department of Education
120 South Federal Place, Room 207
Santa Fe, New Mexico 87501-2786
Phone: 505-827-1821
Fax: 505-827-1815

New Mexico CACFP, SFSP

State Director
Family Nutrition Bureau
New Mexico Children Youth & Families
Department
1422 Paseo De Peralta, Building 2
Post Office Box 5160
Santa Fe, New Mexico 87502-5160
Phone: 505-827-9961
Fax: 505-827-9957

New York NSLP, SFSP

State Director
Child Nutrition Program Administration
New York State Education Department
89 Washington Avenue, Room 55
Albany, New York 12234-0055
Phone: 518-473-8781
Fax: 518-473-0018

New York CACFP

State Director
Child & Adult Food Program
New York State Department of Health
DON-CACFP
Riverview Center
150 Broadway, 6th Floor West
Menands, New York 12204-2719
Phone: 518-402-7105/800-942-3858
Fax: 518-402-7252

North Carolina NSLP

State Director
Child Nutrition Services Section
State Department of Public Instruction
North Carolina Education Building
301 North Wilmington Street
Raleigh, North Carolina 27601-2825

Phone: 919-807-3506
Fax: 919-807-3516

North Carolina CACFP, SFSP

State Director
Nutrition Services Branch
Health & Human Services Department
1914 Mail Service Center
Raleigh, North Carolina 27699-1914
Phone: 919-715-1923
Fax: 919-733-1384

North Dakota NSLP, CACFP, SFSP

State Director
Child Nutrition & Food Distribution
State Department of Public Instruction
600 East Boulevard Avenue
State Capitol
Bismark, North Dakota 58505-0440
Phone: 701-328-2294
Fax: 701-328-2461

Ohio NSLP, CACFP, SFSP

State Director
Center for Students, Families and
Communities
Office of Child Nutrition Services
Ohio Department of Education
25 South Front Street, 3rd Floor
Columbus, Ohio 43215-4183
Phone: 614-466-2945/800-808-MEAL
Fax: 614-752-7613

**Oklahoma NSLP (Public School),
CACFP, SFSP**

State Director
Child Nutrition Section
Oklahoma Department of Education
2500 North Lincoln Boulevard, Room
310
Oklahoma City, Oklahoma 73105-4599
Phone: 405-521-3327
Fax: 405-521-2239

Oregon NSLP, CACFP, SFSP

State Director
Child Nutrition & Commodity Distribution
State Department of Education
Public Services Building
255 Capitol Street NE

Salem, Oregon 97310-0203
Phone: 503-378-3600
Fax: 503-378-5258

Pennsylvania NSLP, CACFP, SFSP

State Director
Bureau of Budget & Fiscal Management
Department of Education
333 Market Street, 4th Floor
Harrisburg, Pennsylvania 17126-0333
Phone: 717-787-7698
Fax: 717-783-6566

Puerto Rico NSLP, CACFP, SFSP

State Director
Food & Nutrition Services
Department of Education
Post Office Box 190759
San Juan, Puerto Rico 00919-0759
Phone: 787-754-0790
Fax: 787-753-8155

Rhode Island NSLP, CACFP, SFSP

State Director
Comprehensive School Health
Office of Integrated Social Services
Rhode Island Department of Education
Shepard Building
255 Westminster Street, Room 600
Providence, Rhode Island 02903-3400
Phone: 401-222-4600 ext 2364
Fax: 401-222-4979

South Carolina NSLP

State Director
Office of School Food Services
State Department of Education
Rutledge Building, Room 201
1429 Senate Street
Columbia, South Carolina 29201
Phone: 803-734-8195
Fax: 803-734-8061

South Carolina CACFP, SFSP

State Director
Family Nutrition Programs
State Department of Social Services
Landmark Building II, Suite 300
3700 Forest Drive
Post Office Box 1520

Columbia, South Carolina 29201-1520
Phone: 803-734-9500/800-768-5700
Fax: 803-734-9515

South Dakota NSLP, CACFP, SFSP

State Director
Child and Adult Nutrition Services
Department of Education and Cultural
Affairs
800 Governors Drive
Pierre, South Dakota 57501-2294
Phone: 605-773-4746
Fax: 605-773-6846

Tennessee NSLP (Public School)

State Director
School Nutrition Programs
6th Floor Gateway Plaza
710 James Robertson Parkway
Nashville, Tennessee 37243-0389
Phone: 615-532-4714
Fax: 615-532-7937

Tennessee CACFP, SFSP

State Director
Adult and Community Programs
Department of Human Services
Citizens Plaza Building, 15th Floor
400 Deadrick Street
Nashville, Tennessee 37248-9500
Phone: 615-313-4749
Fax: 615-532-9956

Texas NSLP (Public School)

State Director
Child Nutrition Programs
Texas Education Agency
William B Travis Building
1701 North Congress Avenue
Austin, Texas 78701-1494
Phone: 512-997-6550
Fax: 512-475-3795

**Texas NSLP (Private School), CACFP,
SFSP**

State Director
Office of Family Services
Special Nutrition Programs (Y-904)
Texas Department of Human Services
1106 Clayton Lane, Suite 325E

Post Office Box 149030
Austin, Texas 78714-9030
Phone: 512-420-2506
Fax: 512-371-1595

Utah NSLP, CACFP, SFSP

State Director
Child Nutrition Programs
Utah State Office of Education
250 East 500 South Street
Post Office Box 144200
Salt Lake City, Utah 84114-4200
Phone: 801-538-7513
Fax: 801-538-7883

Vermont NSLP, CACFP, SFSP

State Director
Child Nutrition Programs
State Department of Education
120 State Street
Montpelier, Vermont 05620
Phone: 802-828-5154
Fax: 802-828-0573

Virgin Islands NSLP, CACFP, SFSP

State Director
Special Nutrition Programs
Department of Education
44-46 Kongens Gade
Charlotte Amalie
St Thomas, U.S. Virgin Islands 00802
Phone: 340-774-9373
Fax: 340-774-9705

Virginia NSLP (Public School)

State Director
School Nutrition Programs
State Department of Education
101 North 14th Street
Post Office Box 2120
Richmond, Virginia 23218-2120
Phone: 804-225-2074
Fax: 804-786-3117

Virginia NSLP (Private School),
CACFP, SFSP

Regional Director
MARO, USDA, FNS, SNP
Mercer Corporate Park

300 Corporate Boulevard
Robbinsville, New Jersey 08691-1598
Phone: 609-259-5050
Fax: 609-259-5128

Washington NSLP, CACFP, SFSP

State Director
Office of Superintendent of Public
Instruction
Old Capitol Building
600 South Washington Street
Post Office Box 47200
Olympia, Washington 98504-7200
Phone: 360-725-6200
Fax: 360-664-9397

West Virginia NSLP, CACFP, SFSP

State Director
Office of Child Nutrition
Department of Education
Building 6, Room 248
1900 Kanawha Boulevard East
Charleston, West Virginia 25305-0330
Phone: 304-558-2708
Fax: 304-558-1149

Wisconsin NSLP, CACFP, SFSP

State Director
Division of Finance and Management
Department of Public Instruction
125 South Webster Street
Post Office Box 7841
Madison, Wisconsin 53707-7841
NSLP Phone: 608-267-9121
CACFP/SFSP Phone: 608-267-9123
Fax: 608-267-0363

Wyoming NSLP, CACFP, SFSP

State Director
Child Nutrition Programs
Wyoming Department of Education
Hathaway Building, 2nd Floor
2300 Capitol Avenue
Cheyenne, Wyoming 82002-0050
Phone: 307-777-6263
Fax: 307-777-6234

Appendix B

Useful Federal Agency Websites

U.S. Department of Justice

USDOJ General Website - www.usdoj.gov

Office of Juvenile Justice and Delinquency Prevention Website -
www.ojjdp.ncjrs.org/

Executive Office of Weed and Seed Website - www.ojp.usdoj.gov/eows/

Bureau of Justice Assistance Website - www.ojp.usdoj.gov/bja

Office of Community Oriented Policing Services Website -
<http://www.cops.usdoj.gov/>

U.S. Department of Housing and Urban Development

USHUD General Website - www.hud.gov

CDBG Entitlement Program Website - www.hud.gov/progdesc/cdbgent.cfm

State Administered CDBG Program website -

www.hud.gov/offices/cpd/communitydevelopment/programs/stateadmin/index.cfm

U.S. Department of Health and Human Services

USHHS General Website - www.hhs.gov/

Substance Abuse Website - www.samhsa.gov/

Head Start Website - www.acf.hhs.gov/programs/hsb

Corporation for National and Community Service

CNCS General Website - www.cns.gov

AmeriCorps Website - www.americorps.org

Senior Corps Website - www.seniorcorps.org

Learn and Serve America Website - www.learnandserve.org

U.S. Department of Labor

USDOL General Website - www.dol.gov

Employment and Training Website - www.doleta.gov

Job Corps Website - www.jobcorps.doleta.gov/

U.S. Department of Education

DOE General Website - www.ed.gov

21st Century Community Learning Centers Website - www.ed.gov/21stcccl/

Office of Safe and Drug-Free Schools - www.ed.gov/osdfs/

U.S. Department of Agriculture

USDA General Website - www.usda.gov

USDA Child Nutrition Program - www.fns.usda.gov/cnd/

USDA Child and Adult Care Food Program Website -
www.fns.usda.gov/cnd/Care/CACFP/cacfphome.htm

U.S. Department of Treasury

U.S. Treasury Department General Website – www.treas.gov

EIC & CTC Tax Credit Programs Website - www.cbpp.org/eic2003

G.R.E.A.T. Program website - www.atf.treas.gov/great/

For the latest B&GCA government funding information:

Go to – www.bgca.net; follow “Departments” to “Government Relations” to
“Funding.”

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National Criminal Justice Reference Service (NCJRS)
Box 6000
Rockville, MD 20849-6000