

## NSP Core Services - 2027

Goal: To provide necessary support to developed CACs to ensure capacity to deliver core CAC services is maintained to meet demonstrated financial needs.

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### Organization Information

Is the CAC address for this application the same as the address listed in the Applicant Information above? \*

The CAC address refers to the place of performance of the grant award. P.O. Boxes do not qualify as a "place of performance". If your organization address listed above is a P.O. Box, select "NO" and complete below.

- No
- Yes

#### Organization Details

Organization Name\*

Street Address\*

The address entered must equal the place of performance of the grant award. P.O. Boxes do not qualify as a place of performance.

City\*

State\*

(Displaying first 5 options)

- AL
- AK
- AR
- AS
- AZ

Postal Code\*

Country\*

(Displaying first 5 options)

- United States
- American Samoa
- Canada
- Guam
- Northern Mariana Islands

## Contacts

Primary Grant \*  
Contact First  
Name

Primary Grant \*  
Contact Last  
Name

Primary Grant \*  
Contact Phone  
Number

Primary Grant \*  
Contact Email

Authorized Agent First Name \*  
Authorized Agent must be a person in your organization authorized to enter into legally binding contracts on behalf of the entire organization.

Authorized Agent Last Name \*  
Authorized Agent must be a person in your organization authorized to enter into legally binding contracts on behalf of the entire organization.

Authorized Agent Phone Number \*  
Authorized Agent must be a person in your organization authorized to enter into legally binding contracts on behalf of the entire organization.

Authorized Agent Email \*  
Authorized Agent must be a person in your organization authorized to enter into legally binding contracts on behalf of the entire organization.

Grant Fiscal Agent First Name \*

Grant Fiscal Agent Last Name \*

Grant Fiscal Agent Phone Number \*

Grant Fiscal Agent Email \*

**Board President\ED Supervisor\***

If your organization is hospital- or government-based, please indicate the name of the person who supervises the Program Director.

Minimum number of responses: 1

First name	Last name	Email address	Office telephone	Contact title
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## Pre Award Checklist

### Audit/General Information

Please indicate what type of audit the applicant has had performed\*

- Audited Financial Statements
- None of the Above
- Single Audit

Date of Most Recent Single Audit or Audited Financial Statements

Date should be fiscal year end and not date audit was conducted.

MM/DD/YYYY

On the most recent audit, what was the auditor's opinion?\*

- Disclaimer-Going Concern-Adverse Opinions
- N/A: No audits as described above
- Qualified Opinion
- Unqualified Opinion

In the past three fiscal years, no "Materials Weakness" was disclosed.

- False
- True

Has the applicant organization been involved in any other financial or programmatic \* audits in the last three years?

- No
- Yes

If yes, please list the agencies that conducted the audit and when the audit was completed.

Has your organization managed Federal grants or cooperative agreements within the last 36 months? \*

- No
- Yes

Organization's Annual Budget\*

If you are part of an umbrella organization, please specify the budget for your organization only.

Upload most recent annual budget.\*

If you are part of an umbrella organization, please upload the budget for your organization only.

Click or drop files here to upload  
Maximum file size: 29MB

Recipients of Federal funds must maintain adequate accounting systems that meet the criteria outlined in 2 CFR §200.302. The responses to this assessment are used to assist in the National Children's Alliance's (NCA) evaluation of your accounting system to ensure the adequate, appropriate, and transparent use of Federal funds.

**I certify that the following statements are true:**

The applicant organization utilizes accounting software.\*

Applicant will be able to provide the necessary reports and ledgers upon request.

- False
- True

The applicant organization's accounting system separately identifies receipt and expenditure of program funds for each grant. \*

Expenses must be identified as expenses for the individual NCA grant award in the accounting system.

- False
- True

The applicant organization's accounting system provides control and accountability of federal funds. \*

Including prevention of expenditures in excess of approved budget and in compliance with federal guidelines.

- False
- True

The financial management system is capable of producing a detailed activity ledger (GL) for each grant. \*

- False
- True

The applicant has a system in place to track and accurately allocate employees actual time spent performing work for each federal award. \*

Records are maintained for each employee that track actual time spent performing work for each federal award, and to accurately allocate charges for employee salaries and wages for each federal award and maintain records to support actual time spent and specific allocation of charges associated with each employee.

- False
- True

**The following polices are board adopted/agency approved and currently in place and meet the requirements of 2 CFR 200 and/or the DOJ Financial Guide:**

Pay rates and benefits, time and attendance, and payment methods.\*

- False
- True

Management of equipment, supplies and property.\*

- False
- True

Purchase/procurement of equipment, supplies, property, and services.\*

- False
- True

Checking the Excluded Parties List system for suspended or debarred consultants/contractors prior to obligation. \*

- False
- True

Record retention\*

- False
- True

Travel Policies\*

- False
- True

Separation of financial duties\*

- False
- True

Appropriate background screening\*

Please visit [Suitability for Individuals Interacting with Participating Minors](#) for more information.

- False
- True

Employee Eligibility Verification\*

Please visit [Employment Eligibility Verification](#) for more information.

- False
- True

## Needs Statement

Request Fund\*

- NSP - CAC/CORE SERVICES

### ABSTRACT

Applicants must provide a project abstract, which should include the following information (400 word max):

- Purpose of the proposed project
- Project activities to be performed
- Expected outcomes, deliverables, or milestones of the proposed project
- Service Area
- Intended beneficiary(ies) of the proposed project

Abstract\*

Example Proposal Abstract Template: The [insert Entity name] proposes to implement the [insert project name]. The purpose is to \_\_\_\_\_ in the [insert service area]. Project activities include \_\_\_\_\_. Expected outcomes include: \_\_\_\_\_. \_\_\_\_\_ are the intended beneficiaries of the project.

### Description of Issue/Needs Statement

Applicants must describe the current core service need that the scope of work will address and how this need will be met with grant funds. Applicants must also adequately describe how funding loss threatens the ability to maintain and thus meet the current core service need described. \*

Example Needs Statement Template: Clear funding gap identified (lost/reduced funding source) → Loss quantified (source, dollar amount, timeframe) → Direct service impact stated (e.g., staffing, capacity, waitlists, contracts) → Narrative connects loss to current operations (baseline, response, impacts) → Supporting documentation provided and aligned (budget/financials/award notice; exact references; no discrepancies)

## Funding Loss Documentation\*

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Maximum file size: 29MB

Describe how the submitted documentation demonstrates funding loss.\*

Quick Check: Appropriate documentation is submitted (e.g., financial statements, budgets, funding reduction notices), and this narrative clearly demonstrates where the loss is documented (e.g., specific budget line items or award letters). The amounts and timeframes described in the narrative align with the documentation, with no material discrepancies.

## Project Design & Implementation

Applicants must include only data that is directly tied to activities funded under this RFP and supported by the proposed scope of work and budget.

**Do NOT include data in chosen objectives, outcomes, or performance measures that reflect non-grant funded activities, prior funding, or other funding sources.**

Alignment to focus/service area(s) is explicit: each selected objective/activity clearly matches the applicant's stated focus/service area(s). Objectives are aligned with scope of work and budget (relevant/achievable).

Outcomes are measurable and directly tied to each objective

- Qualitative (narrative) outcomes include enough concise detail to assess implementation (steps + responsible parties/partners + timeline milestones).

### Core Service 1\*

- Forensic Interview
- Medical Services
- Mental Health
- Multi-disciplinary Team
- Victim Advocacy

### Core Service 2

- Forensic Interview
- Medical Services
- Mental Health
- Multi-disciplinary Team
- Victim Advocacy

## Forensic Interview Objectives & Outcomes

To retain a forensic interviewer position to provide forensic services to child victims.

Enter the estimated total number of forensic services to be conducted.\*

## Other Forensic Services Objective

### Other Forensic Services Objective

Option to enter an objective not listed. Objective must directly state the activity that will be funded and the resulting outcome.

## Medical Services Objectives & Outcomes

To retain a trained medical provider to provide medical services (as defined in the Accreditation Standards).

Enter the estimated total medical exams/evaluations to be conducted.\*

## Other Medical Services Objective

### Other Medical Services Objective

Option to enter an objective not listed. Objective must directly state the activity that will be funded and the resulting outcome.

## Mental Health Objectives & Outcomes

To retain a mental health therapist to maintain mental health evidence-based treatments (EBTs).

Enter the estimated total number of evidence-based treatments to be conducted.\*

Enter the estimated total number of children/non-offending caregivers that will receive evidence-based treatment(s). \*

Enter the anticipated total number of children/non-offending caregivers showing improvement after evidence-based treatment(s). \*

Enter the estimated total number of pre-screening assessments to be completed.\*

Enter the estimated total number of post-screening assessments to be completed.\*

## Other Mental Health Objective

Other Mental Health Objective

Option to enter an objective not listed. Objective must directly state the activity that will be funded and the resulting outcome.

## Multi-Disciplinary Team Objectives & Outcomes

To retain an MDT Coordinator position to maintain MDT engagement.

Enter a description of the anticipated MDT participation in both frequency and members in any of the following areas: case reviews; live forensic interviews; de-briefings; information-sharing.

## Other MDT Objective

Other MDT Objective

Option to enter an objective not listed. Objective must directly state the activity that will be funded and the resulting outcome.

## Victim Advocacy Objectives & Outcomes

To retain a victim advocate position to provide victim advocate services as described in the Accreditation Standards.

Enter the estimated total number of victim advocacy services to be provided.\*

Enter the projected total number of referrals to other victim service providers and support services.\*

## Other Victim Advocacy Objective

Other Victim Advocacy Objective

Option to enter an objective not listed. Objective must directly state the activity that will be funded and the resulting outcome.

Enter the estimated total Trainings that will be completed.\*

Total number of training events held or attended with this NCA-grant award (may include trainings; conferences; workshops; webinars; etc.).

Enter the projected total number of unique professionals trained with grant funds.\*

Total number of individuals trained with NCA-grant funds. This number should be UNDUPLICATED - if one individual attended multiple training events they would only count as one individual.

Enter the estimated total number of children ages 0-10 that will be served with grant funds.\*

To be "served" means a program, organization, or system admitted an individual and actively provided them services supported by NCA grant funding.

Enter the estimated total number of children ages 11-17 that will be served with grant funds.\*

To be "served" means a program, organization, or system admitted an individual and actively provided them services supported by NCA grant funding.

Applicants must discuss plans for sustainability beyond the grant period.\*

Example Sustainability Template: Here's our plan for sustaining the work beyond securing additional funding → here's the operational/structural approach → here's who is responsible and how it will be supported → here's what will continue after the grant (including what's already in place) → here's how we will transition and keep it going long term.

## Capabilities and Competencies

Describe the experience and capability of your organization and any contractors that you will use to implement and manage this project and the associated Federal funding. Highlight previous experience managing Federal grants, including details on your system for fiscal accountability. \*

Provide detailed description of the roles and responsibilities of project staff and explain your organizational structure and operations. \*

### Organizational Chart\*

Please include a copy of an organizational chart showing how your organization operates, including who manages the finances and the management of the project proposed for funding.

Click or drop files here to upload

Maximum file size: 29MB

## Data Collection

Describe the process for measuring project performance. Identify who will collect the data, \* who is responsible for performance measurements, and how the information will be used to guide and evaluate the impact of the project. Describe the process that will be used to accurately report data.

Applicants that receive funding must provide regular performance data as defined by OJJDP that measures the results of the work carried out under the award. Note: Applicants are not required to submit performance data with the application.

## Budget

### Budget

The applicant must include allowable costs in accordance with federal requirements and NCA guidelines. All proposed costs must occur within the grant period, are allowable, reasonable, and allocable to the specific goals and objectives of the proposed project. All requested expenditures must adhere to the latest edition of the DOJ Grants Financial Guide and 2 C.F.R Part 200.

Important:

\*\*\*The cost of existing, ongoing or renewal software licenses/maintenance agreements is not an allowable cost. Only the cost associated with upgrades will be considered.\*\*\*

\*\*\*Extended warranties that go beyond the grant year will not be approved.\*\*\*

Personnel Amount

 USD

Fringe Benefits Amount

 USD

Travel Amount

 USD

Equipment/Technology

 USD

Consultant Amount

 USD

Supplies Amount

 USD

Other Amount

USD

Indirect Costs

USD

Total Grant Amount Requested\*

Must not exceed maximum allowable for the grant category.

USD

Personnel Outcomes/Workload/Output for time charged to NCA Award\*

For each staff member included in Personnel, please describe a projected output, product or unit of service based on specific discipline (ex. # of children served; reduction in days on a waitlist; # of sessions conducted per week; # of FI interviews; # of MH assessments; # of professionals trained; etc.). Enter NA if no personnel requested.

I certify that no grant funds will be used for Fundraising or Lobbying Activities.\*

- False
- True

## Other Required Attachments

UPLOAD: Grant budget and Timeline (using NCA provided template)\*

File name should read: PROJECT BUDGET\_ORG NAME

Click or drop files here to upload

Maximum file size: 29MB

UPLOAD: Your most recently completed audit (including Management Letter, if applicable)

File name should read: SINGLEAUDIT\_ORG NAME

Click or drop files here to upload

Maximum file size: 29MB

Job Descriptions/Resumes

Click or drop files here to upload

Maximum file size: 29MB

NCA's Certification of De Minimis Indirect Cost Rate Form

Click or drop files here to upload

Maximum file size: 29MB

Federally Approved Indirect Cost Rate Agreement

Click or drop files here to upload

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