



**FY-19 CRIMINAL JUSTICE COORDINATING COUNCIL  
COMMUNITY GRANTS PROGRAM GUIDELINES  
Deadline – August 31, 2018**

1. The purpose of the community grants is to fund programs that are new and creative **or** for programs that have been demonstrated to be effective. The program must help communities in one of two ways. The first is by making communities safer and stronger, either by preserving neighborhoods or by building a sense of community. The second is through prevention or intervention programs for at risk youth.
2. The following types of organizations may apply for funding: community associations; informal community groups; parent/teacher associations; churches (secular programs only open to all the community); youth groups; non profit organizations (in partnership with community groups or organizations). Units of government may apply if: 1) the program demonstrates strong community involvement in planning and implementation; and/or 2) funds are required to match a grant from another funding source.

Previously funded organizations are eligible for funding in subsequent fiscal years if they have been successful in implementing current projects and have complied with reporting requirements.

3. All levels of funding may be considered up to a \$5,000 limit.
4. Eligible activities will be considered on case by case basis but must be part of an overall strategy that supports the purpose of the community grant. Graduation parties and after prom activities that encourage abstinence from alcohol and drugs are ineligible for funding. Certain types of equipment will not normally be funded; however, consideration may be given in special circumstances.
5. Grant applications will be submitted to the Department of Community Services, Office of Drug Control Policy for review. Incomplete or inappropriate applications will be returned. Grants which appear to meet the purpose of the program will be forwarded to the CJCC Sub-Committee for funding recommendations.

At the discretion of the CJCC, grant applicants may be invited to appear before the CJCC Sub-Committee to answer questions related to the scope of the project, problems in the community or additional justification for planned expenditures.

Applicants requesting funds for existing projects may be asked to appear before the CJCC Sub-Committee to discuss project status and results.

6. Funding decisions will be made by the CJCC upon review of the Sub-Committee recommendations in early September 2018.
7. Funded groups which are not incorporated must either have Harford County pay their invoices or must find a fiscal agent. If Harford County pays invoices, groups will have to receive approval prior to each expenditure. If a fiscal agent is used, a budget must be submitted and the fiscal agent would receive funds.
8. Incorporated groups will be allowed to receive funds directly but will be required to submit and adhere to a budget and an audit as determined by Treasury.
9. Upon completion of the project and at mid-point, groups will submit update reports.

**CRIMINAL JUSTICE COORDINATING COUNCIL GRANT APPLICATION-FY-19**

Name of group \_\_\_\_\_

Address \_\_\_\_\_

Telephone number \_\_\_\_\_

E-mail address \_\_\_\_\_

Name of contact person \_\_\_\_\_

A. Briefly describe the specific problem that affects your community:

B. Describe the program that you think will solve this problem:

C. List the steps your group will take to solve this problem:

D. Describe how the community will be improved after the problem is completed:

E. What amount of funding is your group requesting for this program? \$ \_\_\_\_\_

F. How will your group spend the grant funding?

Telephone \$ \_\_\_\_\_

Printing \$ \_\_\_\_\_

Brochures \$ \_\_\_\_\_

Supplies, etc. \$ \_\_\_\_\_

Equipment \$ \_\_\_\_\_

Salaries \$ \_\_\_\_\_

Other \$ \_\_\_\_\_ (include list of items being purchased)

**TOTAL** \$ \_\_\_\_\_

**RETURN APPLICATION TO:**  
**DEPARTMENT OF COMMUNITY SERVICES, OFFICE OF DRUG CONTROL POLICY**  
**125 SOUTH MAIN STREET, BEL AIR, MD. 21014**  
**OR**  
**E-MAIL APPLICATION TO: [ODCP@harfordcountymd.gov](mailto:ODCP@harfordcountymd.gov)**

**BARRY GLASSMAN**  
Harford County Executive

**AMBER SHRODES**  
Director, Dept. of Community Services

**Office of Drug Control Policy**  
Harford County Department of Community Services  
[www.harfordcountymd.gov/services/drugcontrol](http://www.harfordcountymd.gov/services/drugcontrol)  
410.638.3333

