

MAINE JUVENILE JUSTICE ADVISORY GROUP (JJAG)

Request for Funds

Name of individual or agency requesting funds:

Amount being requested: up

Name and address of individual or agency to whom payment will be made:

Name of person submitting this request:

Other sources being used to fund project _

Please submit this form **AND** a separate narrative, on letterhead if the request is from an agency, providing the following information:

- a. A description of the project to be supported and specifically how the project meets the objectives of the **Maine Comprehensive Three Year Plan for Delinquency Prevention** (www.mainejjag.org).
- b. If the program is ongoing, please explain whether it is an evidence-based or evidence-informed program.
- c. A detailed budget breakdown with narrative describing how JJAG funds will be spent.
- d. Outcomes and performance measures anticipated as the result of financial support from JJAG.
- e. Whether the individual or agency has received any funding from the Maine JJAG in the past 12 calendar months.
- f. An explanation of how this project will be sustained if the project is ongoing.

Within **30 days** of completion of the project, the recipient must provide a report to the JJAG describing the outcome of the project and including a financial statement that details expenditure of all JJAG funds. Any party or agency receiving JJAG funds may be asked to present information about the project supported to the entire JJAG membership at one of its regularly scheduled meetings.

For additional information, please contact Acting JJ Specialist Linda Barry Potter at (207)707-2698 or at Linda.Barry-Potter@maine.gov

Signature of individual responsible for administration of JJAG funds being requested:

Linda Barry Potter, Acting Juvenile Justice Specialist

Date