Dear Project Proposal Requestor,

The purpose of the TANF Project Proposal Request is to support those community entities that are providing services to help our people become successful in life.

The purposes #3 and 4 of TANF are:

(3) To prevent and reduce out-of-wedlock pregnancy; and

(4) To encourage the formation and maintenance of two-parent families,

To meet the purposes of TANF above, the TANF program is using this TANF Project Proposal Request to provide community families, individuals and organizations (internal & external) to utilize TANF funds to meet the above purposes of TANF.

The TANF funds are to be used for “TANF” and “Other Eligible” clients. Other eligible clients are defined as those families or individuals who are not “otherwise” financially eligible for the TANF program. For these families TANF funds cannot be given directly to these families or individuals. These funds are to be used to provide families and/or individuals the ability to access or participate in events or activities being provided. Review the purpose of TANF Project Proposal on page two (2) and three (3) of this document for the criteria of preparing a proposal to TANF.

To be successful in the implementation of any activity or event, documentation is paramount, to ensure the requirements of the project are met.

Project proposal requests must be submitted at least eight weeks in advance for small projects. Complex proposal requests must be submitted at least twelve weeks in advance to be considered for approval.

I look forward in working with all those that apply.

Sincerely,

David “Two Sticks” Arwood II

TANF Director

**1. Organizational Information:**

*(Name of Organization)*

**2. Name of the Event/Activity:**

 *(Name of the event/activity)*

**3. Type of Event**

 🞏 Family Prevention

 🞏 Family Preservation

**4. Event/Activity: (Narrative addressing purpose and description).**

(*Description of Event, what you are planning to do.)*

**5. Description of event to include but not limited to goals and objectives, participation eligibility and/or requirements, time-lines, etc.**

*(Outline of the activity)*

**6. Measurements – describe the measurement tool use to demonstrate the goals and objectives of the event/activity have been met**.

 *(Describe the measurement tool(s), you plan to use to prove the goals of the tribal* ***TANF purposes*** *have been met.)*

**7. Cultural Relevancy and/or Curriculum**

*(What cultural relevance does this activity offer?)*

**8. Event/Activity Budget:** **(TANF funds cannot be used for purchasing food)**

*See attachment*

**9. Estimated Attendance at this Event/Activity:**

*(Estimate the number of pre-registered participants expected to attend the event)*

**10. “Which” of the four (4) purposes of TANF will this event/activity address: (Check all that apply)**

🞏 Purpose 1 – To provide assistance to needy families so that their children may be cared for in their own homes. (Family Preservation)

🞏 Purpose 2 – To end the dependence of needy parents on government benefits by promoting job preparation, work and marriage.

🞏 Purpose 3 – To prevent and reduce out-of-wedlock pregnancy.

🞏 Purpose 4 – To encourage the formation and maintenance of two-parent families.

**At Risk target Criteria: (Purposes 3 & 4. (Check all that apply)**

 🞏 Living on or near reservation lands 🞏 Homeless/Housing issues

 🞏 Living in a “high rate of crime” area 🞏 Absent Parent

 🞏 Previous involvement in Juvenile Justice System 🞏 Substance Abuse

 🞏 Parents have not completed high school 🞏 Low performing school district

🞏 Pregnant/Parent (Teen Specific) 🞏 Living with extended family members

 🞏 Low income family 🞏 Domestic violence

 🞏 Low self-esteem 🞏 Low school attendance/grades

 🞏 Attending an alternative school 🞏 Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**11. Target Population: (Check all that apply)**

🞏 Pre-School or Younger 🞏 TANF Families 🞏 Other Eligible(s) 🞏 Other

🞏 K-6th Grade 🞏 Needy 🞏 Families

🞏 7TH – 8TH Grade 🞏 Non-Needy 🞏 Individuals

🞏 9th – 12th Grade

**12. Age Target**:

[ 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 ]

**13. Outcome Supporting Documentation**

1. The organization, if approved will provide the following information:
2. ○ Attendance/Roster/Registrations (sign-in) sheets of all participants participating in the event/activity.
3. ○ Original Receipts of TANF funds used in the event.
4. ○ Completed evaluation from all participants.
5. ○ Photos of the event.
6. ○ Copies of all ads, flyers, and announcements for the event in which identifies TANF as a sponsor.

Individuals or Organizations will not be considered for additional project proposals if the outcome section has not been completed.

I affirm that the event/activity described within this proposal:

(1) Meets one or more of the **four purposes of TANF**, (see #8, above); and

(2) If applicable, another tribal department – TANF funds do not supplant department funds or duplicate services already provided by the organization putting on this event.

(3) The event/activity as described meets the TANF requirement for community-based events.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Event/Project/Authorized Signature Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TANF Director Date

|  |
| --- |
| **TANF Project Proposed Budget**  |
| **Project Budget – Minus – TANF request**  |
| **Description** | **Units** | **Unit Price** | **Amount** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **PROJECT BUDGET SUBTOTAL** |  |
| **TANF Financial Assistance Need** |  |  |  |   |
| **Description** | **Units** | **Unit Price** | **Amount Requested** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Total TANF Request** |  |
| **Project Budget Amount and Sub-Total Amount Total** |  |
| **TOTAL PROJECT AMOUNT** |  |
|  OTHER SOURCE(S) COST SHARE: |  |
|  |
|  |
|  |
|  |
|  |