



Millennium Fund Grant Proposal

Evaluation of Prior Year Grant Award Winners

Funding For the Period July 1, 2016 through June 30, 2017

The Idaho Legislature appropriates funding from the Idaho Millennium Fund to eligible applicants who provide services that help individuals to never start, to quit, or to receive treatment for, tobacco or substance use. This process begins with a submitted application to the Joint Legislative Millennium Fund Committee. Applicants that are awarded a Millennium Fund Grant must then submit an annual report detailing the project, and any outcomes and expenses. Please contact Jared Tatro, Legislative Services Office, with any questions at (208) 334-4740 or email jtatro@lso.idaho.gov.

<Project Title Goes Here>

I. Grant Applicant

Full Legal Organization Name

Address <address>
City <city>
State <state>
Zip Code <zip>
Website <website>

Primary Grant Applicant Contact Person

Name <name>
Title <title>
Phone <phone>
Email Address <email address>

Alternate Grant Applicant Contact Person

Name <name>
Title <title>
Phone <phone>
Email Address <email address>

Organization's Executive Director

Name <name>
Title <title>
Phone <phone>
Email Address <email address>

The Joint Legislative Millennium Fund Committee is looking for a qualified organization to evaluate Millennium Fund Grant Award winners from FY 2014 and FY 2015. The committee is looking to have the following questions answered¹:

1. Are grant award winners meeting the goals and objectives that were requested in the grant application?
2. Is the grant award winner evaluating its successes and failures?

¹ The committee, through discussions and agency presentations, may request additional research questions answered. Further, you are not limited to just these questions; answer other research questions as you see fit.

3. Are the grant award winner's evaluation techniques fair and independent?
4. Is there duplication of effort among grant award winners?
5. What steps can each of the grant award winners take to improve their program?
6. What steps can each of the grant award winners take to improve their evaluation component?
7. Can each grant award winners' program be replicated elsewhere in the state?

II. Organizational Description and Qualifications

<Replace with your own text that describes your organization and how you are qualified to evaluate prior year Millennium Fund award winners.>

III. Proposed Budget

<Replace the following text with an overall summary of your budget proposal: Include a brief budget scenario that describes the total personnel costs, total operating expenditures, and total capital outlay costs for the grant. Explain the highlights of the budget and any other important pieces of the budget that you would like to draw attention to.

The Proposed Budget should be completed in the separate Excel file that is provided on the Millennium Fund Website. Please fill in all cells. If your organization does not, or will not, have expenditures for a specific category, please enter a zero (0) in that cell. You can add additional rows and columns for additional clarity, but do not delete unnecessary rows.

Your budget should include all personnel, operating and capital outlay requested expenditures that relate to your Millennium Fund Grant Application only. In the far right column labeled Organization Total, include all personnel costs, operating expenditures, and capital outlay costs for your organization. Be sure to not double count the Millennium Fund Grant Request.>

Budget Notes can be found in the MSExcel workbook on a separate sheet from the budget.

Grant Amount Requested (should tie to budget file): \$<amount>

III. Project Design

<Describe your proposed method for evaluating the prior year award winners and how you propose to implement it. Be sure to identify how you will evaluate the research questions listed on page 1.>

IV. Grant Management

<Provide information on how this project will be generally managed. This may include information on the qualifications, responsibilities, tasks, and time commitments of key personnel associated with the project. It could also include a brief description of the history of your organization, its structure, information about office locations and partnerships that will be utilized to carry out the activities of the grant proposal, relevant experience and organizational accomplishments, and an explanation of what makes your organization an appropriate grantee. In short, establish your credibility as a potential evaluator of grant award winners.>

V. Quality Control

<Explain how your organization will verify its findings to ensure that accurate, reliable, and valid results are presented to the committee. Further, explain how you will ensure the data is kept confidential and secure. Identify any potential issues with evaluating other government and non-governmental entities. Finally, please explain how you will handle any conflicts of interest, either perceived or real.>

