



## STATE OF KANSAS TENTH JUDICIAL DISTRICT

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# DOMESTIC VIOLENCE SPECIAL PROGRAM FEE GRANT PROCESS

The Chief Judge of the 10<sup>th</sup> Judicial District Court as designated in KSA 20-369 shall determine the use of monies collected under the provisions for a domestic violence special program fee assessed against defendants convicted of domestic violence crimes and collected by the court. The following application process is open to those entities that provide assistance to the court in the administration of domestic violence services and who serve in our community in the provision of a coordinated community response against domestic violence. The Chief Judge will appoint a committee to review the applications and make awards in September of each calendar year.

The following format must be followed for an application to be considered. The application should be submitted via email attachment to [Barbara.Stroble@jocogov.org](mailto:Barbara.Stroble@jocogov.org). Only one application per year is allowed per requesting agency.

The criteria for applicants include but is not limited to the following:

- Proposal addresses an identified need of the court to better deliver domestic violence services in our community, including those issues of the co-occurrence of domestic violence and child abuse
- Proposal directly assists the court in case administration
- Proposal increases our community's capacity to plan, coordinate and deliver domestic violence related services

Types of activities that are recommended for funding include but are not limited to:

- Providing matching funds to leverage dollars for domestic violence efforts
- Training in domestic violence
- One-time/limited expense for an agency that expands capacity other than capital expenses

# Application

Submit application and project budget to [Barbara.Stroble@jocogov.org](mailto:Barbara.Stroble@jocogov.org) by September 15, 2025

Potential grantees must submit a grant request that includes the following:

## **A. Organization:**

1. Provide a brief description of your organization, including an overview of the organization's history, key programs and services.
2. Provide the mission statement of your organization.
3. List the contact person for your organization, as well as your Tax Identification #, Executive Director, and Board of Directors

## **B. Project Overview and Need:**

1. Describe the purpose of your proposed grant project, types of services to be provided, and how services will be delivered.
2. Describe the population to be served by this project, including an estimated number of individuals to be served and any relevant demographic information related to individuals to be served.
3. Provide a description of the need for the proposed project, how the project will address the need, and what your organization is currently doing to address the need.

## **C. Goals:**

1. Identify reasonable goals to be achieved by this project. Goals should be specific, measurable, achievable, relevant and time-bound (SMART).
2. List what project outcome(s) you would like to see and how you plan to measure.

## **D. Resources:**

1. List the key staff who will be responsible for the project and describe what role each of them will play, including their relevant experience.
2. Describe any additional resources and/or funding that will be used to support this project or related projects.

## **E. Budget:**

1. Include a detailed program budget specific to this grant request.

**F. Follow-up:**

- a. If funded, the organization is required to submit a **6-month update report due August 1<sup>st</sup>** of the funded year. The update report is to be emailed to the above address.
- b. If funded, the organization is required to submit a **project completion report at the end of one year due by February 1<sup>st</sup>**. The project completion report is to be emailed to the above address.
- c. The one-year project completion report will cover proposed outcomes and success in meeting the proposed outcomes.
- d. The one-year project report will cover the budget expenditures as related to the project and the proposed budget.

The 10<sup>th</sup> Judicial District Court reserves the right to request additional information during both the application process and the project completion report process.