



Application for Grant Funding by State Appropriation Parent Education and Mediation Fund T.C.A. §36-6-413

Summary of Grant

The Tennessee legislation provides funding to be distributed by the administrative office of the courts "for the specific purpose of funding the parenting plan requirements pursuant to this part, through the divorcing parent education and mediation fund, which funding includes the costs of court-ordered mediation, parenting education programs and any related services to resolve family conflict in divorce, post-divorce, and other child custody matters." T.C.A. §36-6-413.

Types of Approved Initiatives for Grant Funding

The AOC has grant funds available for the development or continuation of initiatives that will provides these services to low income individuals. These initiatives may include but are not limited to:

- ♦ Recruitment of pro bono attorneys for limited or full scope representation of parents involved in visitation/custody actions before the court;
- ♦ Conducting legal clinics for parents who are self-represented regarding the parenting plan process and description of court process, including referral to pro bono or reduced fee attorney with the goal of obtaining a final court order;
- ♦ Interpreters for no cost or reduced fee mediations;
- ♦ Education of the community such as lawyers, mediators, and parents regarding the parenting plan process;
- ♦ Education costs for the training of Rule 31 bilingual mediators;
- ♦ Related services to resolve family conflict in divorce, post-divorce, and other custody matters; and/or
- ♦ Seed money to establish a program that includes some or any of the services listed above.

Requirements for Funding

- o Completed application submitted as PDF file via email to grants@tncourts.gov by April 26, 2024;
- o FY 2024-2025 Completed Financial Budget Form (Attached);
- o List of the members of your board of directors/ governing entity, and each member's profession;
- o Applications must be signed by the presiding judge of the trial, general sessions, AND/OR juvenile court in the district in which the litigants will be assisted by the initiative;
- o Submission of letters of support from the judge(s) presiding over the court(s) in which the litigants will be assisted by the initiative; and,
- o If your organization is incorporated, attach: a) copy of corporation charter, and b) copy of IRS exemption letter.

Eligibility of Applicants

- ♦ Applicants **may** be an individual, group, non-profit, government agency, or corporation seeking funding for initiatives that support divorcing parents and their children;
- ♦ Applicants **may** be seeking funding for ongoing initiatives or for establishing initiatives, and;
- ♦ Applicants **must** be servicing communities within the state of Tennessee.

Part 1 | Applicant Information

[Note: If any item in the application is not applicable, please note as such and explain.]

Applicant Name: _____

☐ Individual ☐ Corporation ☐ Other
☐ Non-profit Corporation ☐ Government Agency Explain: _____

Street Address: _____

City: _____ State: _____ Zip code: _____

Telephone #: _____ Fax #: _____

E-Mail Address: _____ Tax ID #: _____

Executive Director (if applicable):

Name: _____ Email Address: _____

Program Administrator and Contact Information:

Name: _____

Address: _____

Telephone: _____ E-Mail Address: _____

Qualifications: _____

Presiding Judge:

Name: _____ Signature: _____ Date: _____

Judge's Email: _____

Application Filled by

Name: _____ Email: _____ Phone: _____

Part 2 | Program Information

[Note: If any item in the application is not applicable, please note as such and explain.]

Types of PEMF Services Provided: (Select all that apply)

- ☐ Pro-Bono Attorney Recruitment
- ☐ Conducting legal clinics for parents
- ☐ Parent Education
- ☐ Community Education
- ☐ Mediation
- ☐ Developing Parenting Plans
- ☐ Supervised Visitation
- ☐ Other
- Explain: _____

Previous Grant Year Statistics: (fill N/A if new applicant)

Number of Parents Served: _____ Number of Children Served: _____

<u>County Served</u>	<u>Number Served</u>	<u>Judicial District</u>	<u>Agency/Court Served</u>

Did you collaborate with other organizations: ☐ Yes ☐ No

Upcoming Grant Year Projection:

Expected number of parents served: _____ Expected number of Children Served: _____

<u>County Served</u>	<u>Number Expected to be Served</u>	<u>Judicial District</u>	<u>Agency/Court Served</u>

Are there plans to collaborate with other organizations? ☐ Yes ☐ No

Are there other organizations that provide similar services in your area? ☐ Yes ☐ No

Does your organization have access to language interpreters to participate in the services being provided? ☐ Yes ☐ No

Part 2 | Program Information (Cont.)

[Note: If any item in the application is not applicable, please note as such and explain.]

Program Staff:

How many staff members work on PEMF initiatives? (Including support staff) _____

List the related qualifications that your staff possesses:

Budget Statistics:

Previous 2023-2024 PEMF Grant Funding: _____

Requested 2024-2025 PEMF Grant Funding: _____

Total 2024-2025 Organizational Budget for PEMF Services: _____

Other Sources of Funding for PEMF Services: (Select all that apply)

☐ Other Grants

☐ Donations

☐ Other

☐ Paid Services

☐ Fundraising

Explain: _____

Part 3 | Narrative Information

1. Briefly describe your organization's mission. (3-5 sentences)
2. Please describe how your organization will be providing all of the services listed previously in the application. (See "Types of PEMF Services Provided" for list of possible services)
3. Describe how the proposed activities will further the goals of the Parent Education and Mediation Fund program. Specifically how proposed funding of initiative will address the needs of parents and children with focus on services to help them resolve any or all issues concerning parenting and education in child support cases or cases involving child support issues.
4. If developing or expanding your program, describe the goals, planned activities, and a timetable for completion of the initiative(s).
5. Describe existing or projected community involvement and support for the program/project.

Part 3 | Narrative Information (Cont.)

6. Specifically list and detail any other federal or state grant funding for which you have applied and/or are receiving for this initiative.

7. Identify other organizations or projects within the geographical service area that provide the same or similar service. Describe any collaboration with the organizations listed.

8. Define the specific need of these services in regards to your geographic or regional area.

9. Detail how your organization is planning to use a diversity of service platforms (i.e. video conferencing, e-filing, etc.) in order to provide non-contact services to your clients.

Attachment 1 | FY 2024-2025 Financial Budget Form

[For services rendered between July 1, 2023 – June 30, 2024]

The PEMF Grantee Budget is broken down into two simple line items. A description of the line items can be found below. If there are any questions please contact grants@tncourts.gov.

FY 2024-2025 Budget

Total Amount Requested: _____

Payroll Expenditures: _____

Operational Expenditures: _____

Payroll Expenditures Description:

Employee salaries and benefits, including overtime and insurance.

Operational Expenditures Description:

Everything else that is not employee salaries and benefits - Grantee contract staff payments, travel, Office/Training Space, Utilities, Equipment, Office Supplies, Trainings, Insurance, Professional Dues/Fees, Marketing, Materials, etc.)