

## Injury Prevention Mini-Grant Award Criteria

Mini-Grants for Child Injury Prevention, as stated in the Injury Prevention Program Fiscal Year 2011:

The contractor will use \$5,085.00 of the MCH (4328) injury prevention funds provided under this agreement to fund injury prevention mini-grants with at least two local community agencies, schools, coalitions or child injury prevention programs.

- a. The contractor will:
  - i. Determine the number and dollar amounts of the mini-grants to be awarded;
  - ii. Determine the process and criteria for awarding the mini-grants;
  - iii. Select the mini-grant recipients;
  - iv. Track mini-grant expenditures; and
  - v. Evaluate the performance of mini-grant recipients.
- b. The following stipulations and restrictions must be followed in awarding and using mini-grant funds for child injury prevention:
  - i. Mini-grant funds may not be used to supplant or replace existing injury prevention funds or resources.
  - ii. Mini-grant funds must be awarded and expended by June 30, 2011.
  - iii. Mini-grant funds must be used for activities aimed at reducing injuries among children and youth from birth to 19 years of age. These may include activities that target parents for the purpose of preventing injuries among children.
  - iv. Mini-grant funds must be distributed to local community agencies, schools, organizations, coalitions or injury prevention programs. Where bulk purchases will result in significant savings, the local health department may purchase injury prevention supplies or safety equipment (e.g., bike helmets, booster seats, etc.) for several mini-grant recipients.
  - v. Materials and equipment purchased with mini-grant funds may not be re-sold for profit.
  - vi. Mini-grant funds may not be used for emergency preparedness, disaster preparedness, first-aid or emergency medical treatment, training or supplies.
  - vii. Mini-grant funds may not be used to pay salaries, stipends, honoraria, food or travel expenses.
  - viii. Mini-grant funds may not be used for administrative or indirect costs.
  - ix. Mini-grant funds may not be used to purchase capital equipment (i.e., computers, fax machines, office furniture or equipment, etc.)

The applicant will provide a letter of intent, detailing the specific goals and activities of their project. The applicant will provide a detailed estimate, as accurate as possible, of expenses needed to justify the amount of the grant award. The applicant will provide reporting dates and expected outcomes.

The contractor will review said applications and determine which applications meet the criteria as outlined. The contractor will award grants after a review of all applications. All applications will be reviewed fairly by a mini-grant award committee. Grants will be awarded based on the project proposed and its expected outcome.