

**KANSAS PERMANENT FAMILIES ACCOUNT
FY 2024 CRB GRANT APPLICATION
EXISTING PROGRAMS**

OFFICE OF JUDICIAL ADMINISTRATION

A. Applicant Agency
5th Judicial District CRB

B. Program Director
(Name, title, signature)

Julie Whitney _____

Chief Court Services Officer _____


Director

C. Chief Judge or Designee

Jeffry J. Larson _____
(Print name of Judge or designee)


Signature

D. Fiscal Agent
Sharon Gaede
Lyon County Treasurer
430 Commercial
Emporia, KS 66801


Signature

E. Federal Identification Number

48-6026603

* Note: Not all requested information may be used in allocation determination

F. Geographical Area to be Served (counties)

Lyon and Chase Counties

G. Fiscal Year 2022 (July 1, 2021 - June 30, 2022) Budget:

Actual Expenditures

(Complete attached budget form and submit narrative as needed.)

H. Program Statistics

1. Number of boards in
2022 calendar year: 3

2. Number of CINC's served in
2022 calendar year: 42
2021 calendar year: 49
2020 calendar year: 44

3. Number of hearings held in
2022 calendar year: 36
2021 calendar year: 45
2020 calendar year: 40

4. Total number of certified CRB volunteers in
2022 calendar year: 25
2021 calendar year: 24
2020 calendar year: 22

I. Proposed Changes

List proposed changes to current program, justification for proposed changes, and cost of proposed changes. Attach additional sheet if necessary.

The CRB Coordinator for this reporting period retired at the end of 2022. A new CRB Coordinator was hired and began working in December of 2022. The hourly wage and number of hours each week were increased to accommodate the cost of living, rising cost of employment, and the need for training and services. This increase may show salaries, including in-kind supervision salary, to increase in the calendar year of 2023 by \$5,000. Conference/training is being held again in person, therefore the cost of staff and volunteer training most likely will increase by about \$2,500.

**Applicant Agency
Kansas Permanent Families Account
FY2022 Actual Program Expenditures**

J.

Funding Source Itemized Expense	Grant Expenditure	All Other Cash Match	In Kind	Total
1. Combined salaries a. Gross Salaries b. Fringes c. Taxes	\$17,198.63 Salary \$2,898.75 Taxes		\$1,530.00 CSO Director	\$21,627.38
2. Travel and subsistence	\$0.00			\$0.00
3. Furniture and equipment	\$0.00		\$99.00/mo for phone and internet (\$1,188.00/year)	\$1,188.00
4. Supplies	\$557.34		\$500.00 postage, paper, envelopes and copies	\$1,057.34
5. Staff and volunteer education	\$750.00			\$750.00
6. Building, space, and maintenance			Office space, \$4,200/year Conference room 3Xwkly \$1,800/year	\$6,000.00
7. Printing and other advertisements	\$147.15			\$147.15
8. Other expenses (Please list)	Contractual \$1956.03 Volunteer Appr, Interpreters and Background Checks \$730.42			\$2,686.45
Total Expenses	\$24,238.32			\$33,456.32

**Kansas Permanent Families Account
FY 2024 CRB Grant Application
(Existing Programs)**

Please complete the attached form and return an original signed copy to:

Dena Russell Marino
Court Improvement Specialist
Office of Judicial Administration
Kansas Judicial Center
301 SW 10th Avenue
Topeka, Kansas 66612-1507

Or, return by email to casa.crb@kscourts.org

Deadline: Grant forms must be received in the Office of Judicial Administration by **5:00 p.m. on April 28, 2023.**

Instructions:

Except for signatures, please type or print the requested information.

- A. Provide complete name, address, and phone number of applicant agency.
- B. Provide name, title, and signature of program director.
- C. Provide name and signature of your judicial district's chief judge. Signature by the judge should be sought after the form is completed.
- D. Provide signature and requested information regarding your program's fiscal agent.
- E. Provide your federal identification number.
- F. List the counties which your program serves, as of the beginning of this grant period.
- G. Fill out budget form, providing total amounts for each expense category. On separate page(s), please give an itemized explanation of your budget request. You may use as many pages to do this as necessary.
- H. Please provide the requested information:
 1. The number of boards operating in your program at the end of the calendar year 2022;
 2. The number of individual children in need of care served by your program in calendar year 2022, 2021, 2020;
 3. The number of CRB hearings held, by all boards, in 2022; 2021; 2020;
 4. The total number of CRB volunteers who maintained certification at any time in calendar year 2022, 2021, 2020.
- I. Please provide the requested information regarding any proposed changes to your program in this grant period. You may attach a separate sheet containing this information to the grant form. Attached information should not exceed one single spaced typewritten page.
- J. Attach a copy of your cash expenditure data, detailed by line item, for the fiscal year 2022 (July 1st - June 30th) 2022.