

**THE BROOKDALE RELATIVES AS PARENTS PROGRAM (RAPP)  
STATEWIDE INITIATIVE - YEAR 2018**

**Guidelines**

**Relatives As Parents Program (RAPP)  
2018 Statewide Initiative Request for Proposal (RFP)**

We are pleased to announce the RFP for the RAPP Statewide Initiative seed grant program. This initiative is available to **Public State Agencies** that can generate new relative caregiver activities, locally and statewide, for grandparents or other relatives who have taken on the responsibility of surrogate parenting, when the biological parents are unable to do so. The Initiative provides \$15,000 in funding (\$10,000 and \$5,000 respectively) for State Agencies that have demonstrated a commitment to relative caregiving activities, especially for relative caregiving families outside of the formal system. Each State has to match the seed grant 100% in cash or in-kind.

The following states are eligible to apply for this initiative:

Alabama, Alaska, Arizona, California, Colorado, Florida, Indiana, Iowa, Kentucky, Louisiana, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Dakota, Ohio, Oklahoma, Pennsylvania, Rhode Island, South Carolina, South Dakota, Utah, Vermont, Washington, Wyoming (Non-profit organizations in any state are eligible to apply for the RAPP Local and Regional Initiatives, please see the 2018 Local RAPP Initiative RFP).

Current RAPP State grant recipients are eligible to apply for renewed funding if they have demonstrated tangible results and will facilitate the provision of new services/initiatives for relative caregivers and their families in different areas of the state.

The deadline for the submission of State proposals is **Wednesday, June 13, 2018**. Selected applicants will be required to attend, as a guest of the Foundation, The Brookdale National RAPP Orientation and Training Conference to be held **October 25-27, 2018 in Teaneck, NJ**.

**Each State Agency is required** to develop the following activities over a two-year period:

- 5 new relative Support, Education or Social Groups and other supportive services for relative caregiving families **under the sponsorship of local agencies**. At least 2 new groups must be established in the first year.
- A **Statewide Network** to serve as a focal point for information on relative caregiving programs and policies.
- Stimulate the **increased development of services** to relative caregivers and their families across the state and link current local programs and interested agencies into a statewide network.
- Create an **Inter-System Committee** or **Task Force** of public State agencies and statewide organizations related to the program and policy issues of relatives as surrogate parents. This should include officials from a variety of areas such as aging, child welfare, education, mental health, family and children's services, health and human services and state/university extension programs.

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**Exclusions**

Seed grant funds cannot be used:

- for building funds, renovations or capital improvements;
- to support existing services; or
- for indirect costs or overhead

**Sponsor Responsibilities**

- The proposal should reflect responsiveness to all of the requirements listed above.
- The sponsor must assign a senior staff member who will have overall administrative and supervisory responsibility for the Program, and a Relatives as Parents Program Coordinator to manage the day-to-day operations.
- The sponsor is responsible for the appropriate management of the seed grant and must comply with the reporting requirements of the Foundation.
- The seed grant must be matched 100%, either in-kind or in cash before the initiation of the program. The source of matching financial support may be the sponsor, other community agencies or public and private resources. Evidence of the ability to continue the program beyond the seed grant period should be provided.

**Submission of the Proposal and Required Attachments**

All attachments must be securely stapled to the back of each proposal and labeled Attachment A, B, C or D as appropriate.

**Attachment A:** Verification of organization's 501(c)(3), public entity or equivalent tax-exempt status – the name on the verification must match your organization's name.

**Attachment B:** Resume of staff person who will be the sponsoring agency's supervisor.

**Attachment C:** Resume of proposed RAPP Program Coordinator, if known.

**Attachment D:** At least three letters of support from key agencies in the community should be submitted. Organizations should indicate resources or support they are willing to provide to your program. All letters of support must be attached to your proposal.

All attachments must be submitted with the proposal. Letters of support and any other attachments will not be accepted if they are sent separately from the submission of the four hard copies of the proposal, or the emailed grant application. Proposals that do not follow the above format or are not received by **5:00 PM ET on Wednesday, June 13, 2018** will not be accepted.

Four (4) hard copies of the grant proposal are to be mailed to:

**The Brookdale Foundation Group  
300 Frank W. Burr Blvd., Suite 13  
Teaneck, NJ 07666**

Or, emailed as attachments to: [rappfrp@brookdalefoundation.org](mailto:rappfrp@brookdalefoundation.org)