



Louisiana Children's Trust Fund

2021 Grant Reviewer Applications

Now Being Accepted

PLEASE COMPLETE AND RETURN THIS FORM TO:

(Scan and Email only please)

Attention: Ms. Michele Rabalais, Executive Administrative Assistant

Louisiana Children's Trust Fund

E-mail: Michele.Rabalais@la.gov

Deadline January 31, 2021

APPLICATION FORM

(PLEASE PRINT)

Full Name: _____ E-mail address: _____

Home or Business Address: _____

City, State, Zip: _____

Business or Mobile Phone Number: (If you would like to receive information via text message)

Did you work for an agency that was a LCTF grantee within the last two years? Yes ___ No ___

Do you have a Bachelor's Degree or higher in a child and family or education related field? Yes ___ No ___

If yes, please list your degree(s), year received, and the name of the institution:

Have you worked in a child and family or education related field for four (4) or more years? Yes ___ No ___

If yes, please list the name of the agency (if applicable):

Employer: _____ Job Title _____

Supervisor Name/Number _____

Signature: _____ Date: _____



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GRANT REVIEWER REQUIREMENTS

Purpose: Each year, the Louisiana Children's Trust Fund (LCTF) releases a statewide funding opportunity announcement (FOA) to community stakeholders for programmatic and conference reimbursement grants. Grant applications received are first evaluated by the Executive Director for compliance with LCTF requirements. Applications that meet the requirements are then randomly assigned to a volunteer grant review team who are responsible for independently reviewing and scoring the individual applications. The three scores are combined and an average composite score determined. The scores are forwarded to the LCTF Board of Directors' Grant Review Committee which makes recommendations to the LCTF's Board of Directors. Those recommendations are then forwarded to the Louisiana Children's Cabinet for final approval.

Who's Eligible: Grant reviewers are typically individuals with a child and family or education related background that possess a bachelor's degree or higher and are willing to commit the necessary time to thoroughly review no more than 5 grant applications. The average grant application is no more than 10-12 pages and usually takes between 30-60 minutes to review and score.

Expectations of Reviewers:

- Attend a 1-hour virtual training session
- Sign a confidentiality and consent form
- Commit to review and submit scores for the assigned applications by the deadline provided by LCTF
- Comply with LCTF grant review policies

If you have questions and/or concerns, please do not hesitate to contact us directly at 225.342.2245 or via email at Katina.Semien@la.gov.