

ATTACHMENT 9

Leveraged Funds Worksheet With Example Worksheet and Guidance for Differentiation Between Leveraged and Match Funds

LEVERAGED FUNDS WORKSHEET for FY 2008 APPLICATION

STATE: _____

LEAD AGENCY: _____

| AMOUNT OF CLAIM | DATE(S) FUNDS WERE RECEIVED AND BUDGETED BY LEAD AGENCY ----- BUDGETED/SPENT | SOURCE OF FUNDS BEING CLAIMED | PURPOSE FOR WHICH FUNDS WERE BUDGETED AND SPENT |
|-----------------|--|-------------------------------|---|
| \$ | | | |
| \$ | | | |
| \$ | | | |
| \$ | | | |
| \$ | | | |
| \$ | | | |

STATE: _____

LEAD AGENCY: _____

Page ___ of ___

| AMOUNT OF CLAIM | DATE(S) FUNDS WERE RECEIVED AND BUDGETED BY LEAD AGENCY ----- BUDGETED/SPENT | SOURCE OF FUNDS BEING CLAIMED | PURPOSE FOR WHICH FUNDS WERE BUDGETED AND SPENT |
|------------------------|--|--------------------------------------|--|
| \$ | | | |
| \$ | | | |
| \$ | | | |
| \$ | | | |
| \$ | | | |

| AMOUNT OF CLAIM | DATE(S) FUNDS WERE RECEIVED AND BUDGETED BY LEAD AGENCY ----- BUDGETED/SPENT | SOURCE OF FUNDS BEING CLAIMED | PURPOSE FOR WHICH FUNDS WERE BUDGETED AND SPENT |
|-----------------|--|-------------------------------|---|
| \$ | | | |
| \$ | | | |
| \$ | | | |

INCENTIVE CLAIM ASSURANCE: All amounts figured into this claim are non-Federal monies that have been leveraged by the State, directed through the CBCAP lead agency submitting the application, and budgeted and spent in FFY 2007 (i.e. 10/1/06 – 9/30/07) to support community-based and prevention-focused programs and activities designed to strengthen and support families to prevent child abuse and neglect, as defined in the legislation, that coordinate resources among a range of existing public and private organizations for the purposes defined under this Title. No funds claimed here have been claimed to leverage any other source of Federal funds. State and non-Federal funds that are being used to meet the maintenance of effort, match or other cost-sharing requirements for other Federal funding are not eligible to be claimed.

TOTAL CLAIM

\$

PREPARED BY:
(Fiscal Agent) (Date)

SUBMITTED BY:
(Lead Agency Authority) (Date)

LEVERAGED FUNDS - EXAMPLE WORKSHEET

STATE: _____

LEAD AGENCY: _____

| AMOUNT OF CLAIM | DATE(S) FUNDS WERE RECEIVED AND BUDGETED BY LEAD AGENCY ----- BUDGETED/ SPENT | SOURCE OF FUNDS BEING CLAIMED | PURPOSE FOR WHICH FUNDS WERE BUDGETED AND SPENT |
|-----------------|---|----------------------------------|--|
| \$ 37,948.00 | Monthly Instal. May'07-Sept'07 10/1/06 | Tax Checkoffs/Pvt. Contributions | 3 respite care programs for rural communities in XXX county, XXX county, and XXX county, to expand services available through our Inter-agency Agreement with "Child Care Services". |
| \$ 1,500,000.00 | 7/1/07 9/1/07 | State Appropriation | 129 (one per county) School-based Parent Education programs for young & single parents |
| \$ 50,000.00 | 11/9/06 5/19/07 | Foundation Gift (United Way) | 5 training programs (one in each geographic region) to recruit & train parents as community interagency leaders/partners. |

INCENTIVE CLAIM ASSURANCE: All amounts figured into this claim are non-Federal monies that have been leveraged by the State, directed through the CBCAP lead agency submitting the application, and budgeted and spent in FFY 2007 (i.e. 10/1/06 – 9/30/07) to support community-based and prevention-focused programs and activities designed to strengthen and support families to prevent child abuse and neglect, as defined in the legislation, that coordinate resources among a range of existing public and private organizations for the purposes defined under this Title. No funds claimed here have been claimed to leverage any other source of Federal funds. State and non-Federal funds that are being used to meet the maintenance of effort, match or other cost-sharing requirements for other Federal funding are not eligible to be claimed.

| | |
|--|--|
| <u>TOTAL CLAIM</u> \$ 1,587,948.00 | PREPARED BY: _____ (Fiscal Agent) (Date) SUBMITTED BY: _____ (Lead Agency Authority) (Date) |
|--|--|

DIFFERENTIATING BETWEEN LEVERAGED AND MATCH FUNDS FOR PURPOSES OF THE CBCAP PROGRAM

Leveraged Funds are those funds that were received by the CBCAP lead agency from private, State, or other non-Federal sources during the prior Federal Fiscal Year (FFY), and obligated and spent by the CBCAP lead agency during that same time frame to provide the types of services and activities for which the actual CBCAP Federal funds may be used.

All funds leveraged by your State and claimed when submitting the CBCAP application must have been:

- **Leveraged** by your State from private, State, or other **non-Federal** sources during the prior Federal Fiscal Year.
- **Directed** through the CBCAP lead agency submitting the application. (**Note:** Leveraged funds must be controlled by the CBCAP lead agency submitting the application. If the State lead agency has changed and the current lead agency submitting the application is not the same lead agency through which the leveraged funds were directed and obligated or spent in the prior Federal Fiscal Year, the current lead agency cannot submit a leveraged funds claim. In that case, your total grant award would be the amount determined by population of children under 18 years of age).
- **Budgeted and spent** (spent, obligated, restricted) during the prior Federal Fiscal Year in supporting services and activities consistent with a network of community-based and prevention-focused programs and activities designed to strengthen and support families to prevent child abuse and neglect.
- **Used** (spent, drawn down) during the prior Federal Fiscal Year to support services and activities for which the actual CBCAP Federal grant funds may be used.

Only funds that have not been used to leverage additional Federal funds under any other program may be claimed as leveraged funds for this program. State and non-Federal funds that are being used to meet the maintenance of effort, match or other cost-sharing requirements for other Federal funding are not eligible to be claimed.

Match funds are those funds from non-Federal sources that are included in the current application budget to supplement the Federal portion of the grant and must amount to at least 20% (in cash, not in-kind) of the current application grant award for activities under this title.

All Funds included as match funds in the current application budget **must** be:

- **Received** by the CBCAP lead agency from private, State, or other **non-Federal** sources for use during the current Federal Fiscal Year in which the application is being submitted.
- **Budgeted** for the current Federal Fiscal Year in supporting a network of community-based and prevention-focused programs and activities designed to strengthen and support families to prevent child abuse and neglect.
- **Used** during the Federal Fiscal Year in which it was applied to supplement the Federal portion of the grant to support services and activities for which the CBCAP Federal grant funds may be used.
- **In cash, not in-kind**, and amount to at least 20% of the grant award. (**Note:** There is no requirement to include more than a 20% match of non-Federal funds in the budget. However, if the State has a sizeable leveraged funds claim that ensures their grant award will be greater than the population allocation, the State may wish to figure in a higher percentage for match so that they do not have to submit a budget amendment in October).

The State may claim the money that it used for match in Federal Fiscal Year 2007 as part of their leveraged funds claim for their Federal Fiscal Year 2008 application, as long as this money is not leveraged to claim for any other source of Federal funds and the lead agency has remained the same for FY 2007 and FY 2008.