



## Project Sponsorship Letter of Interest

Thank you for your interest in seeking sponsorship funding from the Alaska Children's Justice Act Task Force ("CJA").

This Letter of Interest form is the first stage of our funding decision-making process. If your request fits The Taskforce's mission, priorities and available funding to support your request we will invite you to submit further information on the project for which you're requesting support. If your request is greater than \$1000, the application must be received at least 90 days in advance of the event for which you're requesting sponsorship support from the CJA.

This form consists of three sections:

- 1. Organization/Project Contact Information.** Please provide the appropriate contact information for your organization, and this project for which you'd like CJA to be a sponsor.
- 2. Request Information.** Please provide a project title, tentative project starting and ending dates if funded, amount of funding being requested from the CJA, the amount and sources of any additional funding you have identified for this project, and the total amount of funding for the project.
- 3. Project Narrative.** There are two narratives requested. First, you are asked to provide a brief 3-4 sentence (approximately 90 words) description of what the proposed project will do to raise awareness, training and help develop responses to child maltreatment. Second, you are asked to provide information about your project (approximately 350 words) that includes the overall cost and budget for the project, the problem being addressed, target population and geographic area being served, expected outcomes, and how those who participate and attend will be better off as a result of this project. Be sure to clearly identify the focus (es) of the project.

TIPS for completing form:

- Please proof read, and spell-check your submission. The Letter of Interest form is your chance to sell the CJA on your project.
- You will have enough space to provide the information requested. Each of the fields below will expand as you enter text.
- This form is a template. It will ask you to save your information as a new document.

If you have any questions, please feel free to contact Richard Bloomquist  
[CJATaskForceCoordinator@alaska.gov](mailto:CJATaskForceCoordinator@alaska.gov) or 907-465-3207

<b>Organization/Project Contact Information—Please enter your contact information</b>	
Organization Name:	
Contact Name:	
Title:	
Address:	
Phone Number:	
E-mail Address:	

<b>Request Overview—Please provide the following information</b>	
Date of this Request:	
Training/Conference Title (6-10 word limit):	
Tentative Dates of Event:	
Amount Requested from CJA:	
Amount Committed from Other Sources:	
List Sources of Other Committed Funding:	
Anticipated/Tentative Amount Requested from Other Sources:	
List Sources of Anticipated/Tentative Funding:	
Total Project Amount <sup>1</sup> :	

<b>Project Overview : Please provide a brief 3-4 sentence description of what your proposed project will do raise awareness, training and help develop responses to child maltreatment</b>

<b>Project Narrative—Detail: Please provide information about your project (a maximum of 350 words) that includes the problem being addressed, target population and geographic area being served, expected outcomes, and how those who participate and attend will be better off as a result of this project. Be sure to clearly identify the focus (es) of the project.</b>

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<sup>1</sup> Please include a copy of the overall budget for your project