

I. Program Explanation and Rationale

(30 Points)

1. Include a program description of the nature of the funding request.
2. Describe the goals of this program and the rationale upon which it operates.
3. Is this request for an existing program, a new program, or for the expansion of an existing program?

II. Program Need

(30 Points)

1. Include a description of the need/extent of the problem with data and research to support.
2. Identify the hurdles encountered to address the problem.
3. Identify how funding of this program will address safety operations.

III. Program Service, Evaluation and Outcomes

(20 Points)

1. Describe the process you will use for funding.

2. Describe how this program currently evaluates for:
 - Program effectiveness and program quality
 - Please include any evaluation attachments such as surveys, needs assessment, etc.

3. Include a specific plan to measure progress toward strategic goals (identify short and long term goals to address safety operations).

4. Identify what population will be served in this program.

5. Identify how many units this will cover including age of buildings (if applicable).

IV. Program Financial

(20 Points)

1. Attach Proposed Program Budget and narrative explanation.

 2. Are the requested funds going to be used to leverage resources from another funding source?

 3. Please list all funding sources to which you are applying for this program.
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Please submit six (6) copies of application to:

Excalibur Insurance Management Services
Attn: Ms. Caryn Emiliani, Housing Underwriter
423 Jefferson Avenue
Scranton, PA 18510