

# Infant-Toddler Court Program

Frequently Asked Questions- Capacity Building Grants



**ZERO TO THREE**  
Early connections last a lifetime

*Please note: As questions are submitted, this document will be updated with the responses for all potential applicants.*

*Additional resources referenced in this FAQs are available on the Infant-Toddler Court Program page of the ZERO TO THREE website [here](#).*

UPDATED February 3, 2022

## General

### **1. Is the grant application to be sent in hard copy to ZTT? If so, how many copies?**

The application should be sent electronically via email to: Heather Schmidt at [hfriedman@zerotothree.org](mailto:hfriedman@zerotothree.org)

### **2. Where can I find a list of current SBCT sites?**

The list of existing sites supported by the HRSA Infant-Toddler Court Program is posted on the ZERO TO THREE [website](#).

### **3. Is there a page limit for the grant application response?**

Applications should be limited to 15 single-spaced pages, not including attachments, size 12 font, with 1" margins and page numbers. Applicants should refrain from including blurred text or scanned documents.

### **4. What is the timeline for the grant and where is the funding coming from?**

Capacity Building grants are being made available to support work in the grant period of 4/1/2022-9/29/2022 within The Infant-Toddler Court Program supported by the Health Resources and Services Administration (HRSA) of the U.S. Department of Health and Human Services (HHS) Grant No. 4 U2DMC32394-03-03.

### **5. Who is eligible to be the lead applicant? Does it need to be a court team?**

The lead applicant does not have to be a court team or court jurisdiction. We are currently working with several different types of lead agencies including institutions of higher education, county government, advocacy organization, and non-profit organizations.

### **6. Should there be letters of endorsement included in the application?**

Letters of commitment must be provided from the Judicial Leadership and the Child Welfare Leadership that will be committed to engaging in this work.

**7. *Is this opportunity for one year or multiple?***

This funding opportunity will begin on April 1, 2022, or as soon as the contracting process is completed, and will end on September 29, 2022

**8. *Can the funding be utilized to plan for statewide expansion?***

Yes, the funding can be used for statewide expansion to bring on a new site if your state already has existing sites implementing the Safe Babies Court Team Approach™

**9. *If we already have a grant funder in mind, can we apply for both this grant and a state grant?***

Yes, sustainability planning beyond this grant period will be an important component to the capacity building that will occur with selected applicants. Please keep in mind that the grant funds are **not intended to supplant existing funding** but should be used to build capacity for effective implementation, sustainability, and spread of new infant-toddler court teams.

**10. *Is it the expectation that the Community Coordinator be hired by the end of the grant period?***

The Community Coordinator will need to be hired early in the grant period. This role serves as the connector and builder of this work within the local community and will need to be part of the capacity building that will occur during the grant period.

**11. *Is the Community Coordinator a full-time position?***

Yes, the Community Coordinator role is a full-time position.

**12. *When you say 'new site' you are referring to a site that is not currently supported by ZTT, correct?***

The purpose of this funding is for a new site to engage in the installation phase of the approach and build the capacity in the community and a site plan to move to full implementation of the Safe Babies Court Team™ Approach

**13. *Who should serve on the Site Plan Development Team?***

The Site Plan Development Design Team should be made up of the members similar to a site leadership team, Judicial Leadership, Child Welfare Leadership, the Community Coordinator and other Community Stakeholders identified within the system that will support the work of the Infant-Toddler Court Team.