

Court Improvement Program (CIP) Court Navigator Grant Application

Ohio Common Pleas Courts, Juvenile Division are eligible to submit one application for funding consideration. The application must be filled out in its entirety and submitted via email by August 5, 2026 at 5:00 PM. Late applications will not be accepted.

A copy of the vendor quote (if applicable) must be included with the application at the time of submission.

Contact Linda Topping, CIP Analyst, at Linda.Topping@sc.ohio.gov or 614-387-9389 with any questions.

Section 1: Applicant Information

Name of Court

County

Judge

Court Address

Project Coordinator Name

Project Coordinator Title

Project Coordinator Phone

Project Coordinator Email

Tax Identification Number (TIN)

Unique Entity Identification (UEI)

Court Improvement Program (CIP) Court Navigator Pilot Grant Application

Application Deadline: August 5, 2026 - 5:00 PM | Submit to: CFC@sc.ohio.gov

Section 2: Project Description

Project Title:

Project Summary (200 words max):

1. Which Court Navigator model will this project support? (Check all that apply)

- ☐ Court-Based Navigator
- ☐ Community-Based Navigator
- ☐ Hybrid Court/Community Navigator
- ☐ Contracted Court Navigator
- ☐ Other (Please Describe): _____

2. Describe the need or challenge this project addresses:

Section 3: Project Details

1. How will this project support any of the following grant goals:

- ☐ Improve family engagement and participation in court proceedings.
- ☐ Increase understanding of court processes and expectations.
- ☐ Reduce barriers to participation and access to services.
- ☐ Improve communication among families, attorneys, agencies, service providers, and the court.
- ☐ Support timely permanency outcomes and case progression.
- ☐ Strengthen collaboration among child welfare system partners.
- ☐ Improve court user experience and procedural fairness.
- ☐ Develop innovative approaches that may be replicated by other courts.

Explanation:

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2. Describe the proposed Court Navigator model, including:

- Navigator responsibilities
- Target population
- Referral process
- Key partners
- Expected navigator interactions with families
- Coordination with attorneys, agencies, and service providers

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Section 4: Implementation Plan

Briefly describe major tasks, responsible persons, and timeline:

- Program development and planning
- Hiring or contracting of navigators
- Training activities
- Development of educational materials
- Program implementation
- Data collection and evaluation activities
- Sustainability planning

Section 5: Budget & Vendor Information

Total Grant Amount Requested (max \$80,000):

Provide explanation of costs and any in-kind contributions if applicable (use attached budget form to breakdown costs):

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Section 6: Outcome Measures

What impact do you anticipate this project will have?

- ☐ Increased family participation in hearings and case planning.
- ☐ Improved attendance at court hearings.
- ☐ Increased completion of referrals and services.
- ☐ Reduced continuances.
- ☐ Improved communication among parties.
- ☐ Reduced time to permanency.
- ☐ Increased satisfaction among families and system partners.
- ☐ Improved understanding of court processes by families.
- ☐ Increased engagement of fathers and kinship caregivers.
- ☐ Improved collaboration between courts and child welfare agencies.
- ☐ Improved court user experience and procedural fairness.
- ☐ Reduced barriers to participation and access to services.
- ☐ Other: _____

Please describe both the short-term and long-term impacts you anticipate from this project.

How will you measure success and evaluate program effectiveness?

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Section 7: Signature & Acknowledgement

By signing below, the applicant court certifies the statement below and agrees that if awarded, the awarded entity will comply with all applicable regulations in the Code of Federal Regulations and all other Terms and Conditions outlined in the Grant Award Agreement.

I certify to the best of my knowledge and belief that the information provided herein is true, complete, and accurate. I am aware that the provision of false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative consequences including, but not limited to violations of U.S. Code Title 18, Sections 2, 1001, 1343 and Title 31, Sections 3729-3730 and 3801-3812.

Judge

Signature

Date

Supreme Court of Ohio
CIP Court Navigator Pilot Grant
Proposed Budget

Applicant Name: _____

Budget Period: _____

Grant Request	
1 Personnel	\$
2 Fringe Benefits	\$
3 Travel	\$
4 Equipment/Technology	\$
5 Supplies	\$
6 Contractual	\$
7 Training	\$
8 Other (Please Specify)	\$
9 Other (Please Specify)	\$
10 Other (Please Specify)	\$
11 Indirect Rate, if applicable	\$
Proposed Budget Total	\$

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