

Grant Application



**“Bringing the community
together one piece at a time.”**

Youth as Resources is sponsored by the
Montgomery County Youth Service Bureau.



Project Guidelines

Please Read Carefully

Youth as Resources is pleased that you are interested in serving your community. Our mission is to assist you in your endeavor; however, it is vital that **all projects be planned and performed by youths 18 years of age and younger and that they be affiliated with a non-profit organization.**

The Montgomery County Youth As Resources program supports projects that:

- Put the ideas and energies of young people to work to address important community needs
- Are designed and carried out by the same group of young people with adults serving as supervisors
- Have a realistic budget and solid plans

Who is eligible?

Youth groups, community organizations, religious organizations that actively engage young people pre-school age to grade 12 in solving community problems.

How can grant money be used:

For the direct operation of the project, transportation, and recognition of the project participants. A minimum of 85% of the grant award must be used to carry out the project. A maximum of 15% may be used to recognize those who participate in the project.

How grant money cannot be used:

- As wages to pay a bus driver, speaker, etc.
- As a direct donation to any person, group or organization
- To purchase capital items or rent machines
- To evangelize or to spread religious messages

If you have questions regarding how the money may or may not be used, please contact the YAR coordinator at **1-765-362-0694** BEFORE submitting your application.

Where do we send the application?

Attn: YAR Coordinator
209 E Pike St.
Crawfordsville, IN 47933

You may fax the application to:
765-362-5719

Please bring the original to the YAR presentation.

YAR Grant Application

Name of Group: _____

Youth Contact: _____

Telephone Number: _____ Age: _____

Adult Supervisor: _____

Address: _____

Telephone Number: _____ Fax: _____

Email Address: _____

Sponsoring Organization (must be 501 (c)3 not-for-profit) Should your grant be approved, this will be the organization to which the check is written:

Contact from organization (Individual who will keep track of bills and receipts and turn in the financial report to YAR):

_____ Title: _____

Daytime phone: _____ Email: _____

The Fine Print

All YAR grants, awards, and project participants must comply with all Federal Statutes relating to non-discrimination. This includes, but is not limited to, prohibition of participation on the basis of age, race, sex, color, national origin, or disability. The undersigned certify that:

1. All information contained is accurate, contains no misstatements or misrepresentations, and represents a reasonable estimate of future operation based on data available at the time of the application;
2. The sponsoring organization assumes responsibility for liability;
3. The organization will comply with the Civil Rights and Handicapped Regulations summarized above and with other YAR guidelines.

Project Leader (Youth)

Adult Leader

Sponsoring Organization Rep.

Signature

Date

Signature

Date

Signature

Date

The Project

Project Title: _____

What is your project? _____

What do you want your project to accomplish in our community? _____

Does the project take place in Montgomery County? _____ YES _____ NO

Project Timeline: _____

Will you need additional advice or assistance to complete this project? If so, what kind?

Who is your project serving? _____

How will you advertise this project and its success? _____

How will you celebrate your project's success? _____

\$\$\$ Budget \$\$\$

How much will your project cost? _____

How much are you requesting from YAR? _____

Donated Items

Estimated Value

Total Estimated Value of Donated Items:

\$ _____

Items

Amount Requested

Operational costs (supplies, materials, etc.)	
Recognition Costs (no more than 15% of grant)	

Total Project Costs

\$ _____

What Next?

In order to apply, you must submit the following to the YAR Board:

- Completed YAR Service Learning Grant Application original and 10 copies
- Proof of not-for-profit status: 501 (c)3 IRS authorization
- Pre-service Surveys completed by all youth involved

Project screening:

All youth groups must present the project proposal to the YAR Board. You will be given a 10 minute time block to describe your project. Afterwards the YAR Board will deliberate and you will know of their decision that evening. Please bring at least 3 youth with one adult to the screening. The YAR Board will be looking for the following in your project:

- Youth have a variety of roles and responsibilities, with adults serving as guides or facilitators.
- Creative solutions to community needs or problems are offered.
- Plans are cost effective, achieving the most benefit with the fewest dollars.
- Appropriate publicity and recognition will increase the public's awareness of the project and the work being done by youth for the community.
- Networks within the community help with the project through donation of services or materials.
- Reflection activities help youth gain insight into how they can make the world a better place.

*Remember, don't be nervous, you are simply talking about a project that you are interested in and they will be too!

Pre-project Checklist:

- _____ YAR Service Learning Grant complete and turned in
- _____ 501 (c)3 proof has been turned in
- _____ Contacted the YAR Coordinator to set up presentation date
- _____ 10 copies of grant application for YAR Board
- _____ Pre-service surveys have been turned in

Project Checklist:

- _____ Publicity for project
- _____ Completed reflection
- _____ Completed Post-service surveys
- _____ End of Project Report completed by ADULT LEADER
- _____ Remaining funds have been reimbursed to the Youth Service Bureau