

\$\$\$ FOR YOUTH-LED PROJECTS
from the Grants Advisory
Board for Youth
2003-2004 GRANT APPLICATION



SACRAMENTO REGION
COMMUNITY FOUNDATION

Get up to \$2,500 for your group.
Carry out an action project.
Make a change in your community!

Applications due by 5 PM on November 24, 2003

GRANTS ADVISORY BOARD FOR YOUTH (GABY) is a program of the Sacramento Region Community Foundation and the Great Valley Center with technical assistance from the Youth Leadership Institute. GABY is made possible through financial support from The James Irvine Foundation and the Sacramento Region Community Foundation.

HOW TO APPLY FOR THE MONEY

1. Read this application carefully, especially the guidelines for funding on page 4.
2. Request a grantseeker's workbook from Suzanne Mayes at the Sacramento Region Community Foundation. You may reach Suzanne via email smayes@sacregfoundation.org or telephone at (916) 492-6510.
3. Use this application to give us your contact information and the basics about your project idea. The application process also includes submitting an essay about your project idea. Please read the instructions for writing your essay on page 5. If you need help with your essay, please contact Suzanne Mayes at smayes@sacregfoundation.org or (916) 492-6510.
4. Prepare a budget for your project and fill out the worksheet on page 6. A budget tells us what you will spend the money on and how much things will cost.
5. Ask your agency sponsor for a copy of the letter that verifies their tax-exempt status and include it with your application. If you have any questions about this step, please contact Suzanne Mayes at smayes@sacregfoundation.org or (916) 492-6510.
6. Get the application to us by 5 pm on November 24, 2003. If you are mailing your application, please be sure to send it early enough for us to receive it by the due date. Please mail applications to:

Sacramento Region Community Foundation
555 Capitol Mall, Suite 550
Sacramento, CA 95814
Attention: Suzanne Mayes

You may also fax your application to us at (916) 492-6515 or drop it off in person. Please do not email your application. We cannot accept it in this format.

7. After reviewing the applications, a GABY member will contact you about the board's funding decision. If you get the money, it's time to carry out your project!

GENERAL INFORMATION

1. Name of youth-led group:

2. Name of project idea:

3. Amount of money you are requesting from us:

4. One or two sentence description of what you'd like to do:

5. Name of youth contact person:

Address:

Phone: _____ Email address: _____

6. Name of Adult Helper or Ally:

Address:

Phone: _____ Email address: _____

7. Name of agency sponsor:

Address:

Phone: _____ Email address: _____

8. Please tell us who we should use as our contact person for this project (circle one):

Adult Helper or Ally Youth Contact
Agency sponsor

9. On a separate piece of paper, please list the names, addresses, phone numbers and email addresses of all youth involved in writing this application.

GUIDELINES FOR FUNDING

Basic Requirements

- Your project must be planned by youth & carried out by youth. We define youth as 12-19 years old.
- Your project must have a positive impact on youth in your community.
- You may ask the GABY for up to \$2,500.
- Your group must be located in El Dorado, Placer, Sacramento or Yolo County.
- Your project must be carried out in El Dorado, Placer, Sacramento or Yolo County.
- Your project must have an adult helper and an agency sponsor. The agency sponsor can be a non-profit organization, a school or a church.

What a Strong Project Looks Like

- You have done research to see whether or not your project is needed in the community.
- The youth group planning the project will gain knowledge and skills in the process.

- Youth in the community are the ones who primarily benefit from the project, not just the planners.
- Youth in the community gain important skills, knowledge or experiences because of your project.
- Your project is both creative and realistic.

What We Can Pay For

- Things for an event, like sound equipment rental, space rental, awards, food, posters and flyers to publicize the event.
- Materials or supplies like sports equipment, books, games, art supplies, or software to produce a newsletter.
- Postage, printing, design and copying costs.
- Transportation costs within the four county area (bus passes, van rental, etc.).

What We Can't Pay For

- Trips outside the region.
- Projects that are planned and led by adults.
- Projects that are designed to raise money for the

planners or fundraisers of any kind.

- Salaries, overhead and operating expenses incurred by the agency sponsor.
- Any expenses that are not directly related to carrying out the project.
- Reimbursement for supplies already purchased for the project.

- Projects that discriminate on the basis of race, national origin, gender, sexual orientation, religious beliefs or disability.

WRITING YOUR ESSAY

In three pages or less, write an essay that answers the questions listed below. We would like your essay to be typed so that we can read it and understand where you are coming from. There is a workbook available that will help you with planning and writing your essay. It includes a sample essay and tips on how to write one. If you'd like a workbook, please contact Suzanne Mayes at smayes@sacregfoundation.org or (916) 492-6510.

Please answer the following questions...

- 1. Who are you?** We want to know about your group. Tell us your mission, how long you have been around, and some of the experiences and strengths you bring to this project.
- 2. What do you want to do?** We want to know the big purpose of the project and the actual activities or actions you will undertake to help achieve the big purpose. Also, tell us who will benefit from the project and how they are going to benefit. Tell us when things are going to happen, and where the activities will be happening.
- 3. How will you make this project happen?** Tell us the steps you are planning to take to accomplish your major activities or actions. Tell us who you are working with and how you are working with them.
- 4. Why do you want to do this project?** Here is where you tell us how you figured out why this project is important. Tell us what concerns or problems your project addresses, and how you did research to find out about these concerns or problems.
- 5. How will you know if your project is a success?** Tell us what you will do to find out if your project made a positive change for youth in your community.

6. How much will things cost? Follow the instructions on the budget form on page 6. Using this form, tell us the things you need to buy, how much it will cost, what you want the GABY to pay for and who else is helping you pay for the project.

SOME BRIGHT IDEAS FOR YOUTH-LED PROJECTS

- A conference that helps youth get an ethnic studies program in their school
- A youth-led class that teaches basic self-defense techniques
- A mural that brightens up a neighborhood
- An event that brings youth groups together to promote peace and unity
- A rock and hip-hop concert that also connects youth to good jobs in their communities
- A gardening project that trains youth how to run a business
- A program that helps youth design videos about their families, schools or communities
- A film that tells the story of the positive accomplishments of youth or talks about issues that impact young people
- A campaign to get local liquor stores to stop selling alcohol and cigarettes to minors
- A school or community magazine that showcases the art and writing of youth

- A campaign to increase turnout amount youth voters in local and national elections



DON'T FORGET...

1. TO TURN IN YOUR APPLICATION BY 5 PM ON NOVEMBER 24, 2003.
2. TO INCLUDE AN ESSAY THAT ANSWERS THE QUESTIONS ON PAGE 5.
3. TO INCLUDE THE LETTER FROM YOUR AGENCY SPONSOR.
4. TO INCLUDE THE COMPLETED BUDGET WORKSHEET ON PAGE 6.

PLEASE BE SURE TO CONTACT SUZANNE MAYES AT smayes@sacregfoundation.org or (916) 492-6510 IF YOU HAVE ANY QUESTIONS ABOUT THE APPLICATION PROCESS.



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THANK YOU FOR APPLYING FOR A 2003-2004 GABY GRANT!