

# Youth Action Committee

350 N. Franklin Street, Suite 4 | Juneau, Alaska 99801 | 907.523.5450 | [www.juneaucf.org](http://www.juneaucf.org)

## Request for Proposals

### How To Apply

The application process to the Youth Action Committee consists of the Cover Page and the Application (Parts I & II).

### Selection Criteria

This grant program is open to any charitable organization located in Juneau, Alaska, in need of funding for programs that are beneficial to youth. In evaluating each application, funding decisions will be made based on the following criteria:

#### **Grant Focus: Teens at Risk**

- A teen suicide prevention program that has the potential to create long-term change
- Educational/vocational services, with the goal of empowering and advising teens
- An outreach program addressing the needs of Juneau's at-risk population
- Substance Abuse Prevention
- Healthy Choices for Relationships

*Note: Suggested grant request is in the \$500-\$5000 range*

### Review Process

The Juneau Community Foundation staff and/or the Youth Action Committee may ask to meet with representatives of the applicant organization to answer questions about the application or for a site visit. Recommendations for funding will be brought to the foundation's Board of Trustees at the November meeting for approval. All applicants will be notified by email of the final decision.

### Deadlines & Submission Information

The application must be submitted by October 20th, 2010.

#### **Submit Applications to:**

Youth Action Committee  
c/o Juneau Community Foundation  
350 N. Franklin Street, Suite 4  
Juneau, Alaska 99801

**or**

via email: [info@juneaucf.org](mailto:info@juneaucf.org)

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## Cover Page

Date \_\_\_\_\_

### GENERAL INFORMATION

Name of Organization

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Address

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City/State/Zip

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Contact Person

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Contact Phone Number

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Email Address

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Website

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Have you ever applied for funding from the Youth Action Committee?

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If you received funding from the Youth Action Committee:

Amount Rec'd:

Date Funded:

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Do you have 501(c)3 status?

If no, who is your fiscal agent/sponsor?

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### PROJECT INFORMATION

Project Name

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Number of Youth Participants:

Number of Adult Participants:

Number of Youth Volunteers:

Number of Adult Volunteers:

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Amount Requested:

Total Budget Cost:

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Project period Start Date:

End Date:

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## Grant Application

Use the following format to create your proposal. Please do not exceed 2 typed pages.

### Part I: Narrative

#### Summary

Begin with a half-page summary. Briefly explain why you are requesting this grant, what outcomes you hope to achieve, and how you will spend the funds if the grant is made.

#### Project Information

1. Please state what you are asking the Youth Action Committee to fund
2. Who will be served (including total number served and age range)?
3. Describe the target population and explain your method for reaching that population
4. What will be accomplished?
5. How will this benefit youth in the Juneau area?
6. How will youth be involved in the development and implementation of the project?
7. What is the timetable for implementation of the project?
8. How do you plan to publicize/promote your project?
9. How will you evaluate the proposed outcomes of your project?
10. Previous Grantees Only: If you are applying for the same project or program for which you have received grant funds from the Youth Advisory Committee, specify if the program has been changed or modified.

#### Organization Information

1. What are the principal purposes and services of your organization?
2. Are you affiliated with any religious groups?

#### Financial Information

1. If the total project budget is greater than the amount requested, from what sources will the remaining funds be obtained, and what funds have been raised to date, if any?
2. What financial resources will be available for the continuation of this project?

### Part II: Attachments

1. Complete Project Budget
2. A scanned copy of an IRS exemption letter, if applicable
3. A copy of the most recent annual report or promotional brochure (this can be a link to your web site, if applicable)