



Ionia County

community foundation

An affiliated fund of the Grand Rapids Community Foundation

Ionia County Youth Advisory Committee

GRANT APPLICATION GUIDELINES

PRIORITY AREAS

The Ionia County Community Foundation’s Youth Advisory Committee (YAC) makes grants to organizations that benefit Ionia, Belding, Lakewood, Lowell, Portland, Saranac and Pewamo-Westphalia youth, and is composed of students representing high schools located in Ionia County and Lowell. A total of \$8,900 is available to award.

The Youth Advisory Council conducts a needs assessment every two years to identify funding priorities. Based on these results, **successful grantees will utilize “service-learning” to address the following youth issues in their communities:**

- Psychological and economic impacts of COVID-19
- Teen driver safety
- Academic motivation
- Achievement gap
- Substance abuse
- Depression
- Literacy
- Bullying
- Hunger

ELIGIBILITY

501(c)(3) nonprofit organizations, government entities (including schools), or community groups willing to obtain a [fiscal sponsor](#) may apply for grants for programs that benefit Ionia County youth. The YAC values projects that promote inclusiveness and that do not discriminate in hiring of staff or providing services on the basis of race, gender, religion, marital status, sexual orientation, age, national origin or disability. Applications from religious organizations for a non-religious purpose will be considered.

APPLICATION PROCESS

Grant applications must be submitted using the online portal, <https://GrantCentral.SmartSimple.com>, by **11:59 p.m. on Friday, February 10, 2023**. Applicants are notified of the YAC’s decision the following May.

HELPFUL HINTS

Grant proposals should assist the applying organization to implement a project or program that benefits youth. Proposals developed by youth or with youth involvement in planning are encouraged. The proposed project or program should:

- Have clear goals that are **Specific, Measurable, Attainable, Realistic, Timely, Inclusive, and Equitable**.
- Impact a significant number of Ionia County youth from birth to age 18.
- Avoid duplication with other projects and programs in the community.
- Address an identified priority area and make a significant difference for youth.
- Maximum request of \$1,000.

NEED HELP?

- For questions related to the content of your proposal, contact Debbie Wagner, YAC Advisor, at 616-522-1405.
- For technical questions about the online grant application, contact Keri Jaynes at KJaynes@GRFoundation.org or 616.284.4911.

YOUTH GRANT APPLICATION QUESTIONS

The grant application must be completed online. The application requires submission of a budget and narrative responses to the following questions:

- **Youth Project Information**

- Describe your project as instructed below (Suggested length: 300 words)
 - Youth will review your application. Provide a SPECIFIC and CONCISE description of the proposed project or program.
 - Include a timeline and expected date of completion. **Project updates/progress reports will be due in December, so youth can review them ahead of the next grant cycle.**
 - Specify how often the activity will take place, the location, length of each session, and on how many occasions the activity takes place. (For example, an activity occurs twice a week for six hours per week, over a ten-week period.)
 - Briefly address how you will shift your program if COVID restrictions are still in place.
 - Include a website link for additional information on your project, if available.
- What is the goal of your project? Your goal should be Specific, Measurable, Ambitious, Realistic, and Time-bound, Inclusive, and Equitable. (Suggested length: 50 words)
- What issue area or need area (from the list on page 1) does your project or program address?

- **Youth Involvement**

- Youth grants seek to support projects that not only have youth participants, but also build leadership capacity. Describe how youth take a leadership role in the planning and implementation of this project (Please note that youth participating in programs and submitting pre and post survey data is not sufficient) (Suggested length: 100 words)
- Estimate the number of youth who will participate, including age information (based on similar or past projects completed). (Suggested length: 50 words)
- How will youth be identified, selected, or recruited for participation in the project? How does the project engage diverse youth audiences? (Suggested length: 100 words)
- Describe the role of adults in the project, and their qualifications. (Suggested length: 50 words)

- **Youth Evaluation**

- What makes this project or program unique from others in the community? (Suggested length: 100 words)
- What specific and quantifiable measurement will you use to determine if your project was successful? If it is an existing program, what actions have you taken to improve it? (Suggested length: 200 words)

- **Project Budget**

- Which specific portion of the expenses listed in your project budget would be paid for with this grant? (Suggested length: 50 words)
- If this proposal is not fully funded, will you carry out the project? If so, where will you find funding? (Suggested length: 50 words)
- Project Budget: List all expenses and income sources for your project, including the status of other grant sources, and specify EXACTLY how requested grant funds will be used. (i.e.; 25 calculators @ \$10 each=\$250.00)