



Sparta Youth Advisory Committee

GRANT APPLICATION GUIDELINES

PRIORITY AREAS

The Sparta Youth Advisory Committee (YAC) makes grants to organizations that benefit youth in the Sparta community. Groups serving youth up to age 20 are invited to apply. The projects should be youth initiated and youth driven. Grants range in size from \$300-\$1,000, with a total of \$2,000 available to award.

The YAC is interested in programs or activities that address:

- Racial justice via community organizing and youth advocacy
- Psychological and economic impacts of COVID-19
- College preparation (standardized test prep, financial aid workshops, college visits)
- Career preparation (employment skills and exploration)
- Outdoor recreation or camps
- Time or money management
- “Real-life” learning experiences (baby simulators, drunken driving goggles, etc.)
- Clubs that teach specific skills or hobbies (knitting, computers, etc.)

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 youth in Sparta. 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

- Follow the directions carefully, and respond clearly to each of the questions.
- The project should have a clear-cut, organized goal with foreseeable long-term benefits for area youth.
- The project should address an identified need and make a significant impact on youth in Sparta.
- The project should have limited funds or lack other resources.
- The proposal should be very descriptive.
- The online application requires a detailed project budget.

NEED HELP?

- For questions related to the content of your proposal, contact Blake Schanski, YAC Advisor, Blake.Schanski@SpartaSchools.org.
- For technical questions regarding the online 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 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)