

Community Foundation

of St. Clair County

YOUTH ADVISORY COUNCIL GRANT APPLICATION (Attach Narrative)

_____ Date of Application

Legal name of responsible organization applying: _____

(Should be same as on IRS determination letter and as supplied on IRS Form 990)

Year Founded: _____ Current Operating Budget: \$ _____

Executive Director: _____

Contact person/title (if different from Executive Director): _____

Tax ID Number: _____

Address (principal/administrative office): _____

City/State/Zip: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

List any previous support from the Community Foundation of St. Clair County:

Project/Program Name: _____

Purpose of Grant (one sentence):

How does the project/program address YAC's current priority areas? A list of current priority areas can be found on the Foundation's website at www.stclairfoundation.org under YAC.

Dates of the Project/Program: _____

Amount requested: \$ _____ Total Project Cost: \$ _____

Geographic Area Served: _____

Signature, Applicant Date

Typed Name and Title

Jan. 2016

Community Foundation

of St. Clair County

YOUTH ADVISORY COUNCIL

Grant Application -Narrative

The Grant Application – Narrative is not to exceed two (2) typed pages and should include the following information:

Section 1: Information about your organization -Tell about its history, mission, goals, programs, activities and accomplishments. If this project/program impacts on a specific group, please indicate which of your board members and volunteers are from that group.

Section 2: Information about your organizations finances (if applicable) -Include a copy of your current 501 (c)(3) IRS determination, if you have one. Include a budget in your own budget format for the current year and/or your most recent annual report (audited if possible).

Section 3: A description of the purpose and implementation of the grant -This should include needs/problems to be addressed. Project goals and objectives, how they will be accomplished, a timetable, a list of other organizations helping with the project, long-term strategies for funding, and a list of other sources of funding which have been sought. What grants have you received from the Community Foundation in the past? What will your organization contribute? How will you evaluate the project? How will you acknowledge the support of the Community Foundation?

Section 4: A proposed project budget of revenues and expenses for the grant.

Section 5: List of Board and Staff members (if applicable).

Section 6: If you are a school, please include a letter from the superintendent that includes why funds are not included in school budget/ how this request fits into the overall school district plan.

-Feel free to contact the office with any questions or assistance in preparing this application.

-Additional information may be requested at any stage of the grant process.

-You or your organization maybe requested to make a presentation to the Youth Advisory Council as part of the grant process.

-Mail or drop off completed application to: 500 Water St., Port Huron, MI 48060
(810) 984-4761 or Fax: (810) 984-3394

Jan. 2016