



GRANT APPLICATION GUIDELINES

CURRENT PRIORITIES: The Youth Advisory Committee (YAC) will focus on the priorities outlined by their needs assessment done for all high schools Grades 7, 9 and 11.

- Gossip & Rumors
- Texting & Driving
- Quality of Healthy Food available at Schools
- Bullying
- Use of Tobacco/Nicotine

APPLICATION GUIDELINES

An application for a grant must be submitted on the YAC Grant Application Form with an attached **ONE PAGE** Summary of the following information:

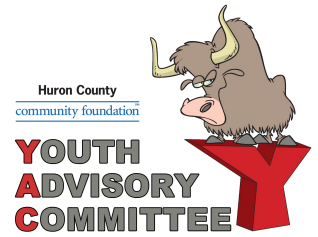
- A. Project Description** – Describe the project, the way in which it will be carried out, how often it will be conducted, **how many youth will be served**, the location where the program is to be provided, and the goal for the project.
- B. Applicant Organization** - A brief description of the history of the applicant organization, when it was founded, who it serves, and the number of members/people served.
- C. Evaluation** - Describe how you will determine if you accomplished your purpose.
- D. Budget** – Please present a detailed estimate of the entire project costs. Include documentation for all projected expenses to be covered by grant funding, if available (pricing, quotes, etc.). If project costs exceed your grant request, indicate other sources of funding.
- E. Future Plans for the Project** – Will this program continue in the future? If so how will it be funded?

APPLICATION SUBMISSION

Email application in pdf format to: hccf@huroncounty.com by **5 p.m. December 4, 2017** with **possible follow-up interviews to be conducted on December 13, 2017**. Questions may be directed to HCCF staff at 989.269.2850 or via email. Please call or refer to website for submission deadline information at www.huroncounty.com.

HURON COUNTY COMMUNITY FOUNDATION

Youth Advisory Committee Grant Application



Please type or print. Complete all items including Project Narrative as outlined below in order to be considered for funding. E-mail PDF to hccf@huroncounty.com. Questions may be directed to Mackenzie or Laura at 989.269.2850 or email above. All grants will be administered according to the HCCF policies, which are available online at www.huroncountycommunityfoundation.org. **Deadline is December 4, 2017 at 5:00 p.m.**

Project Name	
Purpose of Grant Request (one sentence)	
Amount of Request \$	Total Project Cost \$

Name of organization applying		
Street Address		
City	State	Zip Code

Project Contact Person	
Title	
Phone No.	Email

Organization Director	
Website/Social Media	
Phone No.	Email

Project proposed start and end dates if applicable
Geographic area served
Estimated number of people served
List any previous grants from the YAC or HCCF within the past 4 years including project name, year funded and amount received.

To the best of my knowledge and belief, statements in this application are true and correct; the governing body has duly authorized this application. I understand that the HCCF, in evaluating this grant application, may share any and all information with advisors of the Foundation's choosing. I understand that at the conclusion of the project I will be required to submit a final report to the HCCF.	
Authorized Project Representative Name (Printed)	Date
Signature _____	

PROJECT NARRATIVE

Outline a description and purpose of your project, and the way in which it will be carried out. This description should include a timeline, anticipated outcomes, description of applicant organization, project team members, how you will evaluate the success of your project, and a project budget including both income & expense. One copy of any additional materials may be submitted. **Please limit this narrative to one page or less.**

PROJECT PRESENTATION

Applicants may be asked to make a 5-7 minute presentation to the members of the Youth Advisory Committee of the Huron County Community Foundation. Interviews will be held at the Huron Area Technical Center in Bad Axe. Applicants will be contacted to schedule a presentation date and time slot for December 13, 2017.

Approved/Denied	Dollar Amt.	Date
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