



Jackson

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Grants of up to \$300 per request!  
Questions?  
Call 787-1321

**Youth Advisory Committee**  
**Middle and High School Application for Grant**  
A Program of the Jackson Community Foundation

**Application Deadline: 5:00 p.m. on November 3<sup>rd</sup> of each year. (If the due date falls on a weekend, the application is due on the first business day following that weekend.)**

Date: \_\_\_\_\_ Exact Amount Requested: \_\_\_\_\_

Name of School: \_\_\_\_\_

School  
Address: \_\_\_\_\_

\_\_\_\_\_

School Phone #: \_\_\_\_\_

Name of Club, Classroom or Organization applying for Grant:  
\_\_\_\_\_

Name of Student Applicant: \_\_\_\_\_

Advisor/Teacher: \_\_\_\_\_

**Attach a project budget or cost estimate to the proposal.**

Expected Duration of Program: \_\_\_\_\_

Provide a brief background for program/project. Include time spent and evidence of support:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How will you implement your program/project?

How many students and what grade levels and age groups will be served?

How many volunteers will be used? (Parents, faculty and/or students)

Indicate long-term advantages or benefits of the program. If the program currently exists, what advantages or benefits does it offer?

How will you know if your program/project was successful (method of evaluation)? Be specific.

**FINANCIAL SUMMARY - ATTACH PROJECT BUDGET TO EACH COPY OF THE PROPOSAL. (If using the term "Miscellaneous," please explain.)**

**Without budget information, your application will not be considered for funding.**

List other sources of funding that you have or will approach for this project. If this is an existing project/program, how was it previously funded?

If this is a continuing project, explain the source of funds for operation in future years:

Is there any other information you feel is important?

The following signatures are needed:

Student Grant Writer: \_\_\_\_\_

Advisor/Teacher: \_\_\_\_\_

School Principal: \_\_\_\_\_

15 *stapled* copies of the complete application and **BUDGET** should be delivered to:

Youth Advisory Committee  
The Jackson Community Foundation  
One Jackson Square, Suite 308  
Jackson, MI 49201

**Application Deadline:**

**Mini-grant proposals must be in the Foundation office by 5:00 p.m., November 3<sup>rd</sup>.**

*Note: The Youth Advisory Committee suggests that the quality and neatness of proposals will influence choices of projects to be funded.*

**YOUTH ADVISORY COMMITTEE SECONDARY MINI-GRANTS**  
**Criteria for Secondary (6 – 12) Grantseekers**

**Purpose:** The intent of the Mini-Grants Program is to introduce the concept of a Community Foundation and its work while supplying educational and funding opportunities. Grants of up to \$400 are available for projects or programs that will benefit secondary age students in Jackson County schools in order to encourage youth volunteerism through these projects and programs, and to enhance the school/classroom environment through positive activities.

**What can be funded?** Proposals that are school or student oriented will be considered for funding. These include special classroom projects planned by students, or extracurricular activities such as student newspapers, special sports or arts-related projects. As this is a student program, teacher or administrative programs will not be considered for funding.

**Who can apply?** Any student(s) and an adult teacher/advisor of a school club, organization or classroom in grades 6 – 12 can apply for a grant. All applications **must be handwritten by the student(s)** and must be signed by the teacher AND principal. Teachers are encouraged to have their class or organization work on their proposal as a total class project and help them to investigate the cost of budget items. **No teacher or classroom may submit more than ONE application.**

**When and Where:** the Foundation office must receive 15 stapled copies of the completed application no later than **5:00p.m. on November 3rd.** Mailing Address:

The Youth Advisory Committee  
The Jackson Community Foundation  
One Jackson Square, Suite 308  
Jackson, MI 49201

The Youth Advisory Committee will review all proposals and notification of awards will be made in January.

**Teachers are encouraged to explain the following terms to students:**

Grant – a gift, donation, present or award

Proposal – an act of putting forward or stating something for consideration

Budget – a plan for the coordination of resources and expenses; the amount of money that is available for, required for, or assigned to a specific purpose

Community Foundation – a publicly-supported nonprofit organization which administers and distributes income from (endowed) funds to community organizations

**Questions?** Call Christine Taylor at the Foundation. 787-1321

**Youth Advisory Committee Mission Statement:** To make the youth of Jackson County aware of opportunities, information and resources through cooperative leadership and financial support of projects which will improve the youth community and answer its needs.