



Future Leaders of York Class of 2012 Grant Program Grant Application

REQUEST FOR PROPOSALS

DEADLINE: Friday, February 17, 2012

Leadership York's Future Leaders Class of 2012 announces the availability of grant funds to support projects for the following interest area:

- To benefit the quality of life of York County youth.

Total grant pool is \$5,000. Grants will be awarded in amounts up to \$5,000.

Selection Criteria

Any non-profit organization with 501(c)(3) status located in York County that is in need of funding for programs related to benefiting the quality of life of York County youth.

How to Apply

A grant applicant must:

Submit a **completed original Future Leaders Class of 2012 Grant Application** (General Information, Narrative, and Attachments), plus **7 additional collated copies**. Applications will NOT be considered by the Future Leaders Grant Team if this requirement is not met.

Deadline

Complete applications and materials are due no later than Friday, February 17, 2012 at 3:00 PM at the office of Leadership York, 39 East King Street, York PA, 17401.

Review Process

Each application will be reviewed. The Future Leaders Grant Team may request additional information from the applicant organization. The Future Leaders Grant Team will make funding decisions by March 7th and all applicants will be notified by mail of their decisions by March 16th. Checks will be awarded at the Future Leaders of York April 4th session at 11:45 a.m. in the Lee Glatfelter Gallery of Glatfelter Insurance Group, 183 Leader Heights Road, York. Grantees will be invited to attend.

Grant funds are available thanks to financial support from United Way of York County and York County Community Foundation.

Please Note: Grant recipients will be required to submit a post-grant report that includes a summary of project activities completed and a report of project expenditures.

Future Leaders of York Class of 2012 Grant Program Grant Application

General Information

Date: _____

Name of organization: _____

Address: _____

City/State/Zip: _____

Phone number: _____ Website: _____

Fax number: _____ E-Mail address: _____

I. PROJECT INFORMATION

Project name: _____

Name of person submitting this application: _____

Phone number _____ Email _____

Purpose of grant (one sentence): _____

Number of youth participants: _____ Number of adult participants: _____

Number of youth volunteers: _____ Number of adult volunteers: _____

Amount requested: \$ _____ Total project cost: \$ _____

Project period: Start date _____ End date _____

Check one of the following:

Start up funding for new project Gap funding for existing project

Funding to extend or expand an ongoing project Other _____

Geographic service area: _____

Signature of Applicant

Title

Printed Name of Applicant

Date

Please provide the following information in this order. Use these headings, subheadings and numbers provided in your own word processing format, thus leaving flexibility for length of response.

I. NARRATIVE (Not to exceed 2 typed pages)

A. Project Description

Begin with a summary. Briefly explain why you are requesting this grant, what outcomes you hope to achieve, how you will spend the funds if the grant is made, and how this project will support the interest area outlined by the Future Leaders Class of 2012.

Additional information such as the target population, total number served, and how you will evaluate proposed outcomes will be helpful to thoroughly evaluate the application.

B. Organization Information

1. Principal purposes and services of this organization.
2. Affiliation, if any, with religious groups (if none, state "NONE").

C. Financial Information

1. If the total project budget is greater than the amount requested, from what sources will the other necessary funds be obtained, and what funds have been raised to date?
2. What financial resources will be available for the continuation of this project?

II. Attachments (to be attached to this application)

- A. One page line-item proposed budget** (showing anticipated income and expenditures) for the total operations of the organization's proposed project for which funds are being requested. (Include in original application and all 7 collated copies.)
- B. A copy of the most recent annual report or promotional brochure** (Include in original application and all 7 collated copies.)
- C. List of organization's governing body and officers** (Include in original application only.)
- D. A copy of IRS tax exemption letter** (Include in original application only.)
- E. A copy of the organization's current operating budget** (Include in original application only.)
- F. A copy of an audited financial report or IRS 990 Form.** (Include in original application only.)

For further information, contact Kris Marino at Leadership York, 717- 846-5323 or kamarino@leadershipyork.org.

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