



## 2021 Youth Grantmakers Fund Grant Guidelines & Instructions Deadline: March 5, 2021 **Coachella Valley Youth Grantmakers**

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### **Mission of the Inland Empire Community Foundation**

The Inland Empire Community Foundation's mission is "Where giving grows."

The Foundation does this by raising, stewarding and distributing charitable assets by providing grants to nonprofit organizations, and working toward a shared vision of a vibrant, generous and just region — with unlimited opportunities. The Foundation focuses on building its endowment to ensure that the Inland Empire Community Foundation is *where giving grows*.

The Inland Empire Community Foundation maintains the rigorous national standards for excellence for community foundations and is a member of the National Council on Foundations and the League of California Community Foundations.

### **Background: Youth Philanthropy**

The Inland Empire Community Foundation established the Youth Grantmakers Program in 2008 to encourage philanthropy among youth. Youth Grantmakers address issues important to them by being rigorously trained in grantmaking. Students ages 15 to 18 apply to the Youth Grantmakers through their high school administrative or counseling offices. Through a rigorous 10-month, hands-on curriculum YG students build leadership skills, participate in community service activities, conduct a needs assessment of issues relevant to youth, make site visits to nonprofit organizations, review and analyze grant proposals, and make grant recommendations based on local needs.

### **The Youth Grantmakers Fund**

The Youth Grantmakers Fund provides financial support for projects, programs and/or activities that serve youth in such areas as Health and Human Services, Youth and Families, and Education.

### **Eligibility**

- Nonprofit, public benefit corporations with evidence of tax-exempt status under Section 501(c)(3) of the Internal Revenue Code and not classified as a private foundation. Educational institutions are eligible to apply.
- Nonprofit agencies that serve youth residing in the **Coachella Valley** area.
- Agencies that operate so that they do not discriminate in the hiring of staff or in providing services on the basis of race, religion, gender, sexual orientation, age, national origin or disability.

### **Grantmaking Objectives**

- Involve youth in the development and implementation of the project, program and/or activity
  - Increase community involvement and volunteerism among youth
  - Promote values of personal responsibility in youth
  - Provide an avenue for internal exploration and personal empowerment of youth
  - Respect and promote diversity
  - Support intervention and prevention of social problems
  - Support and encourage youth creativity
  - Develop civic and public pride in youth
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### Program Interest Areas

Grant proposals will be accepted that address issues important to youth. Program interest areas are broad based and may include areas of academic preparation, cultural inclusion, awareness and prevention, as well as indirect and direct services that will help youth develop positive assets for strong social, mental and academic growth. Areas of specific interest to Youth Grantmakers as identified through a needs assessment include: ***Mental Health; College & Future Plans; Alcohol & Drug Use; Bullying; Immigration Issues; Race Relations; and Healthcare Accessibility.***

### Funding Priorities

The Youth Grantmakers Fund is a responsive grantmaking opportunity designed to empower the Youth Grantmaker members to review, score and recommend grant proposals that provide meaningful impact in the community. Submission of proposal that include activities that involve youth to address community need through involvement in arts (dance, drama, creative arts, music writing etc.), advocacy programs, educational classes, mentoring /tutoring, outdoor experiences, “real-life” learning experiences, service learning and treatment services are encouraged.

### Grant Award

Applicants may request amounts in the following range: \$1,000 to \$2,500. **The maximum grant award is \$2,500.**

### Grant Period

The grant period is up to one year. Programs may start as early as May 1, 2021 and must end no later than April 30, 2022.

### Application Review

Grants are awarded on a competitive basis. Applications will be screened for eligibility and completeness by the Inland Empire Community Foundation (IECF) staff. The Youth Grantmakers will evaluate each application and will submit grant recommendations to the Inland Empire Community Foundation staff for final approval by the foundation’s Board of Directors.

### Notification of Results

**All applicants will be notified of the results, in writing, by April 30, 2021.**

### How to Apply

1. Please read the eligibility requirements carefully.
2. Complete all forms and answer all questions.

#### **3. Submit the Application Packet**

##### **A) Submit 1 ORIGINAL (WITH ORIGINAL SIGNATURES) of the following:**

- Completed Grant Application Form (Cover sheet, Narrative (two pages maximum), and Budget Page-four pages total).
- A list of your Board members and their affiliations.
- Your current operating budget (Fiscal year or calendar year)
- A copy of your current 501(c) (3) determination letter from the IRS.

##### **B) Mail the Application Packet to:**

Denisha Shackelford  
Youth Initiatives Manager  
Inland Empire Community Foundation  
3700 Sixth Street, Suite 200  
Riverside, CA 92501

- C) **Applications must be received in the Inland Empire Community Foundation office by 5:00 p.m. on March 5, 2021.** Postmarks, late applications, incomplete copies and electronic submission (e-mail, fax) will NOT be accepted. For questions contact [dshackelford@iegives.org](mailto:dshackelford@iegives.org)
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**2021 Youth Grantmakers Fund  
 Grant Application  
 Application Due: March 5, 2021  
 Coachella Valley**

<b>Internal Use Only:</b> Grant : _____
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**Organization / Agency Information**

<i>Organization/Agency Name:</i>		
<i>Physical Address:</i>		<i>City/State/Zip</i>
<i>Mailing Address:</i>		<i>City/State/Zip</i>
<i>CEO or Director:</i>		<i>Title:</i>
<i>Phone:</i>	<i>Fax:</i>	<i>Email:</i>
<i>Contact Person:</i>		<i>Title:</i>
<i>Phone:</i>		<i>Email:</i>
<i>Web Site Address:</i>		<i>Tax ID:</i>

**Project Information**

<i>Project Name:</i>		
<i>Number of Youth Participants:</i>	<i>Project Start Date:</i>	<i>Project End Date:</i>
<i>Amount of Grant Requested:</i>	<i>Total Organization Budget:</i>	<i>Percentage of Organization's Total Budget used for Administration:</i>
<i>Purpose of Grant Request (one sentence):</i>		

**Signatures**

<i>CEO / Director: (please print)</i>	<i>Title:</i>
<i>Signature:</i>	<i>Date:</i>
<i>Youth Grantwriter (if applicable): (please print)</i>	
<i>Signature:</i>	<i>Date:</i>

# **2021 YOUTH GRANTMAKERS FUND APPLICATION**

**Deadline: March 5, 2021**

Please provide the following information by answering **all questions in I and II in no more than TWO (2) typed pages**. Please be thorough, clear, specific, and concise.

## **NARRATIVE**

### **I. Organization/Agency Background:**

- A. What is the history, mission and purpose of your organization? How long has the organization been providing programs and services to the community?
- B. What are some of your current programs and activities? (Include populations and geographic locations served.)

### **II. Project Information:**

- A. Describe your project/activity and what results you want to achieve:
  - What you want to do?
  - Why do you want to do it?
  - What do you intend to accomplish?
  - Who will be involved in the project? (i.e. staff, students, community members, volunteers, etc.)
- B. Who will benefit from the project? How and in what way will the project benefit the community? Provide an estimated number of beneficiaries, youth and adults.
- C. What is the timetable for implementing the project? Provide a detailed list of activities and/or schedule of events.
- D. How have youth been involved in the grant writing and/or project planning/development? How will youth be involved in implementing the project?

### **III. Project/Activity BUDGET:**

- A. Please provide a detailed line-item budget for your project by completing the table below. Include all sources of funding for the proposed project. **Total request from IECF must not exceed \$2,500.**

<b>Line Item</b>	<b>Line Item Explanation (Cost breakdown) Ex.: 100 books @ \$5 each = \$500</b>	<b>Support From Your Agency</b>	<b>Requested Amount From IECF</b>
<b>TOTAL</b>			

### **IV. Ancillary Documents**

- A. Please check the boxes below indicating the submission of the ancillary documents that are included with your completed application:
    - A list of Board Members with their affiliations.
    - Your current operating budget.
    - A copy of your current 501(c)(3) letter from the IRS.
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