

FUND FOR AMERICAN CANYON 2011 Grant Guidelines

The Fund aims to provide more resources to nonprofit programs in American Canyon. This year, there is \$20,000 available to spend in the Fund. Youth development is the grantmaking focus for 2011, which means **projects must help teens and young adults succeed in school, the workplace, or as citizens or leaders.** Examples: peer mentoring, open mic events, life-skills training, career fairs or civic engagement projects.

- Grants will be distributed to public charities for projects that support teens and young adults (14-24 year-olds).
- Size of each grant will not exceed \$5,000.
- Projects must be completed within 12 months of funding.
- Project proposals designed, written and submitted by teams of American Canyon youth, under mentorship of an adult connected to a 501(c)3 public charity, are strongly encouraged.

Who's Eligible

Projects or programs for teens and young adults ages 14-24 years old who reside in American Canyon. Applications from 501(c)3 public charities only will be accepted. Applications from programs/projects with a fiscal agent that is a 501(c)3 public charity also will be accepted, provided that a letter of support is included from the fiscal agent.

Exclusions

The following projects or organizations are **not** eligible for funding:

- Capital campaigns
- Fundraisers or fundraising events
- Scholarships or other re-granting programs
- Grants to individuals
- Private non-operating foundations
- Public agencies (e.g., public schools)

How to Apply

Please email us a letter by September 30, 2011 that includes:

- Name, address, phone, and email contact for applicant.
- List of youth members involved in the project design and grant writing process, plus name of and contact information for the adult mentor (if designed and written by youth).
- Tell us (in approximately two pages) what you propose to do with the grant and why. What do you hope to accomplish? How many youth do you plan to include or reach? How do you plan to reach your audience? How will your project make a difference for the youth of American Canyon? How will you know your project was a success?
- Dollar amount you are requesting. Attach a proposed budget for your project (you are required to use the attached budget form).
- Total annual operating budget for your entire organization, or for your fiscal agent (if applicable).
- Attach a letter of support for the proposed project from your fiscal agent (if applicable).
- **Email your application letter and budget (in Microsoft Word and Excel format, respectively), and the letter from your fiscal agent, to julia@napavalleycf.org. Hard copies will not be accepted.**

Please note: If you do not have a computer, the American Canyon Public Library in Canyon Plaza on Broadway has computers and Internet access available, free of charge.

Decisions

Final decisions will be made by Napa Valley Community Foundation no later than December 14, 2011, with the input of an Advisory Committee comprised of American Canyon community leaders. Please see http://www.napavalleycf.org/documents/grants/FAMC_Framework2011.pdf for the framework used to review grants.

Follow-Up and Reporting Requirements

Projects must be completed within 12 months of funding. Grantees will be required to provide a report that tells us how the funds were spent, as well as the progress and results of their project. Go to http://www.napavalleycf.org/documents/Grant_Report_Guidelines_Program_Support.pdf to review our grant report guidelines. Grantees also should be available for site visits by staff and Advisory Committee members.

Contact: Julia DeNatale, Manager of Philanthropic Services, at 254-9565 or julia@napavalleycf.org.