



SARA CRAIG-SCHECKMAN, *Executive Director* | MICHAEL CRAIG-SCHECKMAN, *Director of Finance*

KRIS ANDERSEN, *Grants Manager & Program Officer* | ANGIE PLESHE, *Communications/Research & Program Officer*

35 5th Street, Unit 208, The Olympian | PO Box 776429 | Steamboat Springs, Colorado 80477 | 970.879.0148 | csff4rc.org

## Youth Advocacy Project Grant Application - Fall 2018

### DEADLINE: November 1, 2018

Please fill out the fields below, then click 'Save As'. Send a hard copy and an email version to CSFF. Both are due in the CSFF office no later than 5:00 p.m. on the grant deadline. Mail your application to the address listed above. The email version should be sent **as one pdf** to: kris@yap4rc.org.

### Grant Categories

The **Standard Grant** is the more common grant of \$1,000 - \$15,000. If you are applying for general operating funds, you must apply within the Standard Grant category. The **High Impact Grant** of \$16,000 - \$20,000 is reserved for exceptional, meaningful projects or youth programming. When applying for a **High Impact Grant**, be aware that if the Grant Review Committee concludes the application does not merit the minimum \$16,000 award, the applicant will not receive any funding during this grant cycle. [Refer to Grant Guidelines](#) for more information.

### Name of Organization:

### Mailing Address, City, State, and Zip:

### Website:

### Contact for site visit:

### Phone:

### Contact Email:

### Type of Grant: (check one)

**Standard Grant: \$1,000 to \$15,000**

**High Impact Grant: \$16,000 to \$20,000**

### Amount of Request:





**Give a brief description of your grant request and geographic area served (specific to this proposal):**

**Tax Exemption Status:**

- 501(c) (3)
- Using a fiscal agent/sponsor

Name of fiscal agent/sponsor:

**Number of Employees:** Full-time:  Part-time:

**Give a brief description of your organization’s programs (250 words or less):**

**Target Population**

List the numbers and percentages of unduplicated Routt County youth with multiple risk factors, youth with special needs, and/or youth who experience socio-economic marginalization that will be served through this grant.

Provide a general description of the needs and challenges faced by youth served through your organization.



## **Indicators and Evaluation**

Describe the organization's overall approach to evaluation and measuring impact (250 words or less).

In what ways do you specifically measure how the lives are youth are improved as a result of your organization's work?

How do your programs change the lives of youth in a meaningful manner?

Provide specific instances and/or stories of your clients' success.

Respond to (a) or (b). This information relates to results from past work:

a. For general operating requests, summarize key evaluation results or findings that demonstrate the organization's impact. Indicate the time frame for the results or findings.

b. For program or project requests, summarize key evaluation results or findings that demonstrate the program or project impact. Indicate the time frame for the results or findings.



### **Partners/Collaborations**

Who do you partner with locally?

Describe these collaborations (250 words or less).

### **Strategy/Long-Term Vision and Planning**

Describe the long-term challenges and opportunities facing the organization in the next three years.

Describe the role of the Board of Directors in advancing the mission of the organization.

---

### **Financial Information**

What is the total budget for the program/project this grant will fund?

\$

What percent of the total program budget will this funding request fulfill?

%



### Program Budget

Complete the table below. These numbers should reflect the program budget for this grant request. If you are applying for a general operating grant, you do not need to complete the table.

	Confirmed Revenue	Unconfirmed Revenue	Total Projected
Government	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
Business	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
CSFF/YAP Funding	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
Other Foundations	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
Events/Fundraisers	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
Individuals	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
Board of Directors	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
Income - Fees, Memberships or Subscriptions	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
In-kind Contributions	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
Other	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
<b>Grand Totals:</b>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

Is your organization current with the Secretary of State’s annual business filing requirements?

If no, please explain:

Is your organization currently in good standing with the Internal Revenue Service?

If no, please explain:



## **ATTACHMENTS**

**Please attach the documents requested below.**

1. Key personnel names and titles, along with a very brief description of their qualifications.
  2. List of current Board of Directors and their terms.
  3. Current year's budget of the organization. If extremely large, please provide a link.
  4. A copy of your most recent financial audit OR year-end balance sheet and income statement.
  5. Include any survey questions and key evaluation results demonstrating impact.
  6. List of top three local financial supporters and the amounts received in the previous fiscal year.
  7. List of top five major financial supporters for the last three years
- 

**By signing below, I certify that the information contained in this YAP Grant Application is true and correct to the best of my knowledge.**

---

**CEO/Executive Director**

---

**Date**

**Please mail a hard copy of the application to:**

CSFF  
P.O. Box 776429  
Steamboat Springs, CO 80477

**Also email the application to:**

kris@yap4rc.org

\*Both hard copy and email versions of the YAP Grant Application must be received by the CSFF office staff no later than 5:00 p.m. on the grant deadline.\*