

# World Youth Foundation Grant Application

Please complete **Parts I and II** then attach them to your written proposal which you have prepared as outlined in **Part III**. Your grant application cannot be considered if all parts are not completed.

**APPLICATION NEEDS TO BE SUBMITTED THREE (3) MONTHS PRIOR TO EVENT.**

## Part I – General Information

Date: \_\_\_\_\_

Organization Name: \_\_\_\_\_

Organization Address: \_\_\_\_\_

Organization Phone Number: \_\_\_\_\_

Executive Officer: \_\_\_\_\_

Contact Person for this Grant: \_\_\_\_\_

Address and Phone Number of Contact Person:

\_\_\_\_\_

Contact Email address: \_\_\_\_\_

List other sources of funding for this event:

\_\_\_\_\_

## PART II - Event Cost Sheet

If more space is needed, please attach additional sheets

<b>PERSONNEL (Who will conduct the sessions)</b>	<b>COSTS</b> Funded by Others	<b>COSTS</b>
<b>TRAINING MATERIALS (The name of the items, the estimated number to be purchased and the cost of each.)</b>		
<b>Name of Item</b>	<b>Number Required</b>	<b>Cost per Item</b>
<b>TRAVEL DIRECTLY RELATED TO EVENT (List those to be reimbursed, the number of miles/kilometers and reimbursement per mile/kilometer)</b>		
<b>Name</b>	<b>Miles / Kilometers</b>	<b>Amount per Mile / Kilometer</b>
<b>TOTAL COSTS FOR EVENT</b>		
<b>Total Amount Requested from WYF</b>		

## **Part III – Outline for Preparing Grant Proposal**

**Please follow this outline and respond to each item in the order listed and title each section. Only one copy should be submitted. Applicants may be requested to provide additional materials.**

### **NARRATIVE:**

1) Program Plan to include:

- Description of event and activity to be funded, including date, the number of hours, and location.
- Explanation of why the program is needed. Include the estimated number and whether the audience is adults and/or youth.
- State what you expect to accomplish. What are your goals and objectives?

2) Program Implementation:

- Give an explanation of who will conduct the training/conference/event.
- Describe the training methods and materials to be used.

3) Evaluation:

- Explain the methods you will use to evaluate progress toward your objectives, including feedback from participants.
- Indicate if evaluations suggest a need for further education, what the next steps might be.

### **Reminders**

The Foundation's purpose states in part that it funds programs that "teach youth to make responsible choices and develop leadership skills." Please ensure that your application addresses all points listed above.

The Board of Directors believes that those who have submitted a fee for the registration of the event, even a small amount, results in better attendance and does provide some income. That fee charged should be noted on Part II on the Event Cost Sheet.