

2023 In Youth We Trust Grant Application - Adult Cycle

Community Foundation of Northern Illinois

Quick Tips

The application deadline is April 3, 2023, at 5 p.m.

- This application auto-saves!
- For application guidelines, instructions, deadlines, and grant program information visit <https://www.cfnil.org/grants/iywtadult>.
- IYWT will not accept proposals submitted after the deadline.

Questions? Contact Heather Rapp at hrapp@cfnil.org

Project Information

Project Name*

Name of Project.

Character Limit: 100

Name*

Who is the contact for this grant application?

Character Limit: 250

Phone Number*

What is the phone number for the contact?

Character Limit: 250

Email Address*

What is the contact's email address?

Character Limit: 254

Request Amount*

Request limit is \$5,000

Character Limit: 20

Project Summary*

In a few sentences, describe your proposed project.

Character Limit: 500

Estimated Project Start Date*

Character Limit: 10

Estimated Project End Date*

Character Limit: 10

Project Detailed Description*

Please give a **detailed description** of the project. Make sure to include any major tasks/activities that make up your project.

Character Limit: 2000

Where will this project take place?*

Character Limit: 250

Project Benefits*

How will this project benefit the youth you serve?

Character Limit: 2000

Mental Health Benefits

IYWT recognizes that youth mental health is important. Does your proposal have a youth mental health connection? If so, please explain.

Character Limit: 2000

Collaboration*

Are you working in collaboration with or receiving advice or assistance from any other organization?

Choices

Yes

No

Collaboration

Organization(s)*

With whom are you collaborating, and what role are your partner(s) playing in your project?

Character Limit: 2000

Results

Results*

What are your intended results?

Character Limit: 2000

Measurement*

What method or tool do you plan to use to measure your results?

Character Limit: 2000

Target Number*

How many youth will benefit from this project?

Character Limit: 250

Target Number Explained*

How did you determine this number?

Character Limit: 2000

Impact

Population*

Describe the youth population that this project will serve. *You may want to include: age, gender, ethnicity, socioeconomic status.*

Character Limit: 2000

Service Area*

What county(s) will your project primarily serve?

Character Limit: 1000

Organizational Impact*

If you were to receive the grant, how would this help your organization?

Character Limit: 2000

Promotion

Promotion*

How will your organization promote this project to make sure it is a success and help the community know how they can be involved?

Character Limit: 2000

Visibility*

How would you help promote the Community Foundation's IYWT Council grant opportunities if you were awarded a grant?

Character Limit: 2000

Budget

Budget Instructions:

- All proposal budgets must use IYWT's Budget Template. The Budget Template can be downloaded from <https://www.cfnil.org/grants/iywtadult>. It captures the budget, while automatically making calculations to inform our IYWT Council members.
- The budget should include only the revenue and expenses for this proposal, not your entire organization.
- Expense items may be combined into one line if there aren't enough rows for all expenses. Take care to group like items as much as possible and use the budget narrative to indicate the amounts for the component expenses.
- Expenses may include indirect costs that do not exceed 15% of the amount being requested in the proposal.
- Proposal budgets using the IYWT Budget Template must be uploaded to the CFNIL Web Portal as a PDF. To learn how to convert your Excel document to a PDF, please visit this [Microsoft Support page](#).
- You can view a sample proposal budget and budget narrative on <https://www.cfnil.org/grants/iywtadult>.

Budget*

Please upload your budget for this proposal. The budget **MUST** be in the IYWT budget template. It can be found on <https://www.cfnil.org/grants/iywtadult>.

File Size Limit: 15 MB

Budget Narrative*

Please use the Budget Narrative to explain how each revenue and expense item was calculated. If related items are combined in a line item, describe the component expenses.

Character Limit: 2000

Other Information

Other Relevant Information

Is there anything else you would like us to know about this proposal?

Character Limit: 2000

Referral*

How did you find out about the IYWT grant opportunity?

Character Limit: 250

Certification

All applicants must agree to the following terms and conditions when completing their proposal.

By clicking below, your organization (hereafter "APPLICANT") agrees to the following terms and conditions of the Community Foundation of Northern Illinois (hereafter "FOUNDATION").

- To use the funds only for the tax-exempt purpose as described in the grant application and subsequent grant notification letter and not for any other purpose without the FOUNDATION's prior written approval.
- To not expend any grant funds for any political or lobbying activity or for any purpose other than one specified in section 170(c)(2)(b) of the Code.
- To notify the FOUNDATION immediately of any change in (a) APPLICANT'S legal or tax status, (b) APPLICANT'S executive or key staff responsible for achieving the grant purposes, (c) APPLICANT'S ability to expend the grant for the intended purpose, and (d) any expenditure from this grant for any purpose other than those for which the grant was intended.

- To maintain books and records adequate to demonstrate that it maintained the grant funds in a separate fund dedicated to the purpose for which the grant is made, and to maintain records of expenditures adequate to identify the purposes for which, and manner in which, grant funds have been expended.
- To give the FOUNDATION reasonable access to the APPLICANT's files and records for the purpose of making such financial audits, verifications, and investigations as it deems necessary concerning the grant, and to maintain such files and records for a period of at least four years after completion or termination of the project.
- To return to the FOUNDATION any unexpended funds or any portion of the grant that is not used for the purposes specified herein.

- To allow the FOUNDATION to review and approve the content of any proposed publicity concerning this grant prior to its release and to recognize the FOUNDATION in all publicity materials related to the funded project or program, as specified in the Grant Communication Guidelines, which will be included in the grant notification letter.
- To allow the FOUNDATION to include information about this grant in the FOUNDATION's periodic public reports, newsletter, news releases, social media postings, and on the FOUNDATION's website. This includes the amount and purpose of the grant, any photographs

you have provided, your logo or trademark, and other information and materials about your organization and its activities.

- To submit a written report summarizing the project promptly following the end of the period during which you are to use all grant funds and to submit any interim reports the FOUNDATION may require. Your reports should describe your progress in achieving the purposes of the grant and include a detailed accounting of the use and expenditure of grant funds.
- The FOUNDATION reserves the right to discontinue, modify or withhold any payments under this grant award or to require a total or partial refund of any grant funds if, in the FOUNDATION's sole discretion, such action is necessary: (a) because you have not fully complied with the terms and conditions of this grant; (b) to protect the purpose and objectives of the grant or any other charitable activities of the FOUNDATION; or (c) to comply with the requirements of any law or regulation applicable to you, the FOUNDATION, or this grant.

Certification*

Choices

I agree to the above-stated terms and conditions.