

# GRANT APPLICATION PACKET

## THE GREENE COUNTY LEGISLATURE YOUTH FUND GRANT PROGRAM FOR THE YEAR 2012



**A Funding Source for Projects by Youth and Adult  
Partnerships for Youth and their Communities**

**Applications accepted at any time until  
December 1, 2012**

This application packet includes funding criteria and application procedures, an application form with a budget summary sheet, and a summary of the information to which all proposals should relate. Assistance will be available to any group wishing to apply. Call Tammy Sciavillo, Clerk of the Legislature at (518)719-3270 or email [tsciavillo@discovergreene.com](mailto:tsciavillo@discovergreene.com) for information.

Review or approval of any application is not based on race, religion or nationality of the applicant.

**The Greene County Legislature has grants available for youth and adult partnerships projects that are designed to benefit young people in Greene County.**

County funds will be used to stimulate and support innovative new initiatives by partnership of youth and adults to foster leadership, self-responsibility and respect for fellow citizens.

**Important Information Regarding Grants:**

Youth Initiative Grants for Youth-Led Projects are awarded in any amount up to \$1,000.00. This amount may be increased under special circumstances at the sole discretion of the Legislature.

**Projects must:**

- Support the ideas and energies of young people to make a difference in their school, neighborhood, or community.
- Demonstrate that the project is based on a partnership of youth and adults in their planning and implementation.
- Directly benefit the youth of Greene County, not just the sponsoring organization.

**SPECIAL ATTENTION WILL BE GIVEN TO PROJECTS THAT:**

- Help to build one or more of the following traits in young people:

**Essential Life Skills** - Young people should have access to educational, social, civic, and recreational opportunities that provide opportunities for the development of strong life skills. This would include achievement motivation, planning and decision making, and focusing on a young person's personal future. Projects should be designed to increase these life skills for young people.

**Cultural Competence** - Young people actively participating in cultural activities as a means of broadening their cultural competence and acceptance of all people. Projects should call for the exploration of cultures and differences as a tool for understanding and creating awareness, sensitivity and value for other cultures.

- Conform to the funding guidelines listed on the following page.

**Who can apply:**

- Youth groups or groups benefiting youths (if you do not have a sponsor, let us know and we will help you find one).
- Youth and adults partnerships from youth-serving organizations, schools, neighborhoods, religious organizations, recreation programs, or other non-profit organizations.

**Special Notes:**

- Grants can only be given to groups or organizations that can establish accounting procedures to receive funds and document the expenditure of funds.
- The Greene County Legislature should not be seen as a long-term funding source.
- Submitting an application does not guarantee selection. Getting funded one year does not guarantee funding another year.
- Review or approval of any application is not based on race, religion or nationality of applicant.

**FUNDING GUIDELINES:**

- Grant money may be used for the following:  
Supplies, materials and expenses that are directly involved with your project and are necessary to making it a success.

**PLEASE NOTE – Grant money may not be used for:**

- Religious instruction or conducting worship services (religious organizations may use funds for non-religious programs open and publicized to the public).

- Adult staff salaries or youth wages, except under special circumstances at the sole discretion of the Legislature.
  - Major equipment purchases (only equipment necessary for the particular project may be funded).
  - Travel outside the local area, except under special circumstances at the sole discretion of the Legislature.
  - Donations to other organizations or reallocation of funds.
  - For any profit by the organization or individuals.
  - Only not-for-profit organizations are eligible.
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- If selected, your group will sign a contract and begin the project on time.
  - Submit a final report within two weeks of the end of the project.
  - Participants must live in Greene County.

**DECEMBER 1, 2012 IS THE DEADLINE FOR THESE GRANTS!!!**

**MAIL** the completed application to:

Tammy Sciavillo  
Clerk of the Legislature  
Greene County Legislature  
411 Main Street  
Catskill, NY 12414

**-OR-**

**DELIVER** the application before 5:00 pm on any weekday

**FOR MORE INFORMATION call Tammy Sciavillo, Clerk  
of the Legislature at 719-3270  
or e-mail to [tsciavillo@discovergreene.com](mailto:tsciavillo@discovergreene.com)**

If you have questions about the grant application, have questions about your project design, or want to know if your idea is one the Greene County Legislature might fund, call the office at 719-3270, or e-mail us at [tsciavillo@discovergreene.com](mailto:tsciavillo@discovergreene.com).

**The Greene County Legislature is committed to the success of our grant program**

# Greene County Legislature



## Youth Fund Grant Application

Answer each question within the space provided. Additional attachments are not encouraged unless they are absolutely essential to our understanding of your project.

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

Address: \_\_\_\_\_  
Street City State Zip Code

Contact Person: \_\_\_\_\_  
Name Title Phone Number

Contact Information: \_\_\_\_\_  
Best Time to Reach Contact Person Phone Number

Total Dollars Requested: \_\_\_\_\_

Do you have a sponsoring organization? \_\_\_\_\_ If yes, please tell us the:

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

Address of Organization: \_\_\_\_\_  
Street City State Zip Code

Contact Person: \_\_\_\_\_  
Name Title Phone Number



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# Budget Questions

How much will your project cost? \_\_\_\_\_

How much are you asking for from the Greene County Legislature? \_\_\_\_\_

Specifically, how would a grant from the Greene County Legislature be used? \_\_\_\_\_

Are there other sources of funds available to you? What are they? \_\_\_\_\_

Who will oversee /manage the funds?

Name	Title	Organization	Telephone
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Is this person the same as your organization contact? \_\_\_\_\_. If no, why not? \_\_\_\_\_

Is this a new or existing project? (Explain) \_\_\_\_\_

How did you find out about the Greene County Legislature Youth Grant Program? \_\_\_\_\_

Is there anything else you think we should know? \_\_\_\_\_

Who and how many youth will benefit from your project? \_\_\_\_\_

\_\_\_\_\_

How many families will benefit from your project? \_\_\_\_\_

How many people will work, plan, and implement this project? \_\_\_\_\_

Where will your project take place? (Please be specific) \_\_\_\_\_

\_\_\_\_\_

When will the project start? (Date) \_\_\_\_\_

When will the project end? (Date) \_\_\_\_\_

Are the participants in your project or program required to pay a program fee? If so, how much is the fee and what is it used for? \_\_\_\_\_

\_\_\_\_\_

Are you aware of any similar projects / programs currently in existence within the community? If so, please list? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

How will you accomplish this project? (Use this part of the application to describe your plan and timeline for carrying out your project idea.) \_\_\_\_\_

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