



## BARRY COMMUNITY FOUNDATION YOUTH ADVISORY COUNCIL Guidelines for Mini-Grantseekers

**PURPOSE:** The intent of mini-grants is to introduce the concept of a community foundation and its work while supplying educational and funding opportunities of **up to \$300** for projects or programs which will benefit the youth of Barry County schools, encourage youth volunteerism, and enhance the school/classroom environment through positive activities.

**WHAT CAN BE FUNDED:** Proposals which are school or student oriented will be considered for funding. This includes special classroom projects which are **planned by the students**, or extracurricular activities such as student newspapers, special sports or music projects. As this is a student program, **teacher or administration projects/programs will not be considered for funding.**

**WHO CAN APPLY:** Any student(s) and adult advisor(s) of a school club or organization or student(s) and teacher(s) representing a classroom can apply for a grant. **All applications must be written and submitted by the student(s) and must be signed by the teacher(s) and principal.** If an application is written by someone other than a student, it will be disqualified. However, teachers are encouraged to have students work on the proposal as a total class project, help them investigate the cost of budget items, answer questions about the form, and give suggestions about appropriate responses. For **grades 1 and 2**, teacher(s) can either help students write the applications or write it for them after class discussion for proposal ideas.

Teachers are encouraged to explain the following terms and ideas to students:

- **Grant:** a gift, donation, present, or award.
- **Proposal:** an act of putting forward or stating something for consideration.
- **Budget:** a plan for the coordination of resources and expenses; the amount of money that is available for, required for, or assigned to a particular purpose.
- **Community Foundation:** a publicly supported organization which administers and distributes income from (endowed) funds to community organizations.

**WHEN:** The YAC meets September–May.

**SUBMISSION:** A signed copy should be submitted to Sarah Alden. Copies may be scanned and electronically sent to [sarah@barrycf.org](mailto:sarah@barrycf.org) or faxed or mailed to the Barry Community Foundation.

Attn: Sarah Alden, YAC Advisor  
Barry Community Foundation  
231 S. Broadway  
Hastings, MI 49058  
Phone: (269) 945-0526  
Fax: (269) 945-0826

All proposals will be reviewed by the Youth Advisory Council; applications recommended for award must be approved by the Barry Community Foundation. Please refer questions to Sarah Alden at the Foundation office: 269-945-0526 or [sarah@barrycf.org](mailto:sarah@barrycf.org).



Barry  
Community  
Foundation

For Good. For Barry County. Forever.



**BARRY COMMUNITY FOUNDATION  
YOUTH ADVISORY COUNCIL**

**MINI-GRANT APPLICATION  
Elementary Level Application**

*A program of the Barry Community Foundation*

**(Please print)**

Date: \_\_\_\_\_ Amount Requested: \$ \_\_\_\_\_

Name of School: \_\_\_\_\_ School Phone: \_\_\_\_\_

Name of Program/Project/Item: \_\_\_\_\_

Name of Student Applicant: \_\_\_\_\_ Grade: \_\_\_\_\_

Name of Teacher(s)/Advisor(s): \_\_\_\_\_

Tell about your project, program, or the item you wish to buy. (You may want to use the following questions in order to tell about your project, program, or item. Why are you asking for funds? Why is it important or special? What good will it serve? Who and how many will it help? How long will the project or program last? What are you doing to make this work?)



If you receive this grant, how will the money be used? List other sources of funding as well. In the event that this grant is not awarded, how will you obtain other funding? If this is a continuing project, also explain the source of funds for operation in future years. **\*\*Include a budget and/or cost estimate\*\*** (Students are encouraged to research the prices of these items.)

How many and what grade levels and age groups will be served?

How many volunteers will be used? (Parents, faculty, and/or students)



Describe long-term advantages or benefits of the program. If the program currently exists, what advantages or benefits does it offer?

Is there any other information that you feel is important for the Youth Advisory Council to know when considering your proposal?

**Signatures:**

\_\_\_\_\_  
Signature of student filling out application

\_\_\_\_\_  
Date

Print name: \_\_\_\_\_

\_\_\_\_\_  
Signature of Teacher/Advisor

\_\_\_\_\_  
Date

Print name: \_\_\_\_\_

\_\_\_\_\_  
Signature of School Principal

\_\_\_\_\_  
Date

Print name: \_\_\_\_\_

**Barry Community Foundation**  
231 S. Broadway  
Hastings, MI 49058  
Phone: (269) 945-0526  
Fax: (269) 945-0826

