



## Community Connectors Grant Application and Guidance

### Section A: Applicant Information

1. Program Name
2. Please provide a short program summary: This summary is limited to 140 characters.  
*This is an ultra-concise description of the overall project. It should only include a brief description of the project and the major goals it hopes to achieve.*
3. Lead Applicant Documentation:
  - a. Community Connectors lead applicants must have a current non-profit status. Please upload your valid IRS documentation indicating your current tax status by clicking on the link below.  
*Submit your most recent, valid IRS affirmation letter stating your non-profit status.*
  - b. Please upload your most recent 990 tax statement by clicking the link below.  
*Submit your most recent 990 tax statement.*
  - c. Tax Document Certification. I certify the documents uploaded in answer to questions 3a and 3b are the most recent, and accurately reflect our organization's current status.  
*(Failure to certify may result in removal from consideration)*
  - d. Is your organization considered to be a faith based organization – Yes/No.
4. Lead Applicant Primary Contact. The person listed below will be the primary contact during the grant period.
  - a. Lead Applicant primary contact: First Name
  - b. Lead Applicant primary contact: Last Name
  - c. Title
  - d. Address
  - e. Phone number (xxx-xxx-xxxx)
  - f. Email address
5. What is the total number of students your program proposes to serve? *Enter in box provided*  
*This is the number of students who will receive services or other benefits as a direct result of implementing this project. This does not include students who may be impacted if the project is replicated or scaled up in the future.*
6. Please Identify qualifying school district(s) and grade level(s) to be served.
  - a. Please identify the qualifying school district(s) where students will be served through this program on the Participating Schools page by clicking on the link below. *Click link for list of school districts*
  - b. The Superintendent of each participating district must sign the Partnership Agreement referenced and uploaded in question 7b. *Document is located in the CCIP document library and here.*
  - c. Please check the grade levels to be served by this program. *(Grades 5-12)*

7. Community Partnerships:

*List the primary contact for each partnering organization.*

- a. Please list all partners by name on the “Program Partners” page by clicking on the link below. Add Program Partners.
  - i. Organization Name:
  - ii. Partner Type: (Check all that apply) - Business, Not-for-Profit, Values-based
  - iii. Partner Primary Contact First Name:
  - iv. Partner Primary Contact Last Name:
  - v. Partner Primary Contact Phone Number: (xxx-xxx-xxxx)
  - vi. Partner Primary Contact Email Address:
- b. Please upload a Partnership Agreement that has been signed by all program partners, by clicking on the link below. Upload Partnership Agreement.  
*Document is located in the CCIP document library and here.*

Section B: Budget Information

8. Please provide budget and funding information:

*The Community Connectors funded budget is entered directly in CCIP. The budget narrative should provide a rationale and evidence for each of the budget items and associated costs outlined in the budget grid. In no case should the total projected expenses in the budget narrative exceed the total Community Connectors grant funds in the budget grid.*

- a. Amount requested from Community Connectors. The maximum amount that may be requested per application is \$100,000.
  - b. Match Provided:  
*Amount must equal 25% of total program budget. (3-1 match)*
  - c. Total program budget:  
*Community Connectors grant plus matching funds.*
  - d. Enter your budget (Community Connectors funding only) in the CCIP by clicking the link below. Remember that only 5% of your total Community Connectors request may be represented in the Other column.
  - e. Provide your budget narrative that only includes the dollars requested from Community Connectors. (4,000-character limit)  
*Only include explanations for the dollars requested from Community Connectors*
  - f. Upload your Community Connectors Budget and Match Fund spreadsheet by clicking on the link below. Upload Community Connectors Budget and Match Fund Spreadsheet.  
*Document is located in the CCIP document library and here.*
9. Although this is a one year grant, how do you plan to continue your program without additional Community Connectors funding? (1,000-character limit)  
*Briefly outline the long-term strategy for mentoring students beyond the grant-funded year.*

Section C: Community Connectors' Core Principles

10. Describe your program and how it will address each of the 5 Community Connectors Core Principles. (1,000-character limit)

*This is an all-inclusive summary and will highlight the individual core principles of program.*

- a. General Description:
- b. Goal 1 – Setting goals to be prepared for the 21<sup>st</sup> century careers
- c. Goal 2 – Building Character
- d. Goal 3 – Developing Pathways to Achievement
- e. Goal 4 – Building a Sense of Resiliency
- f. Goal 5 – Believing in a Positive Future

11. Describe specific activities your program will conduct. (2,000-character limit)
  - a. 1 to 1 Mentoring Activities:
  - b. Any other activities. This includes but is not limited to college visits, job site visits, mentor-mentee activities and community engagement.
12. Describe how your program will guarantee the safety of participating students. (2,000-character limit) *This may include, but is not limited to the following: Background checks, age and gender appropriate matching or oversight protocols.*
13. Please cite the best practices that you have integrated into your mentoring program. Be sure to include the source(s). (4,000 Character limit)
14. Describe the role(s) each partner named in question 7a will have in your program. (4,000-character limit) *Relate the level of engagement and specific involvement in the mentoring process of each partner. Note that each partner is expected to play a significant and active role in the mentoring process.*
15. Community Connectors intends to emphasize effective partnerships among organizations willing to bring their resources to mentoring programs. How will you define a successful collaboration with your partners? If your relationship with any partners is remunerative, please describe. (2,000-character limit)
16. Community Connectors focuses on engaging volunteer mentors.
  - a. Describe your experience with working with volunteers. (1,000-character limit)
  - b. Describe your planned volunteer recruitment and training for staff and mentors. (2,000-character limit)
  - c. Describe how you will ensure consistent volunteer participation. (4,000-character limit)

#### Section D: General

17. Select the option below that best describes your program and answer the coordinating question. (4,000-character limit)
 

*Describe your proposed process for evaluating the success of your plan and determining whether you have reached its goals. The size and scope of your program should be limited only by your team's ability to implement and coordinate its various parts.*

  - a. New program developed by the lead organization and funded through Community Connectors. Describe the methodology you will use to determine:
    - i. program outcomes
    - ii. whether the program is a success
    - iii. how you will utilize the results of your evaluation to improve your program.
  - b. Existing Program not previously funded through Community Connectors. Describe the methodology you will use to determine:
    - i. program outcomes
    - ii. whether the program is a success
    - iii. how you will utilize the results of your evaluation to improve your program. (provide any available data.)
  - c. Already Existing Community Connectors Program. Describe the methodology you will use to determine:
    - i. program outcomes
    - ii. whether the program is a success.
    - iii. how you will utilize the results of your evaluation to improve your program. (Provide any available data.)
18. Describe the benefits this program will bring to your community. (1,000-character limit)