



Communities of Opportunity Youth Adult Partnership Initiative (YAPI) Grants Grant Guidelines



Program Objectives

Support the Co-Op mission of strengthening communities by developing and strengthening local youth leadership programs. The program will focus on developing leadership skills, creating awareness of local issues and providing an opportunity to develop projects that are youth-led and address real community needs. YAPI teams will receive training, educational resources, a template for implementation and grants to support their efforts.

Grant Amounts

Grants will be awarded in amounts ranging from \$700 to \$1500 based on size, scope and merit of program/project.

YAPI Teams will receive 75% of the money upon approval and the remaining 25% upon submission of the Impact Report.

Deadline

In order to provide flexibility for counties, there will not be a set application deadline.

Grants that meet the guidelines will be approved as applications are received.

Grant funds should be spent and Impact Reports submitted within a year.

Grant Guidelines

Grant guidelines are designed to make sure that grant requirements are flexible enough to work in different settings, but specific enough to insure accountability. They insure that the Co-Op Implementation Team is aware of YAPI Programs but provides enough autonomy to make sure that youth participants have the freedom to make meaningful decisions necessary for the development of strong leadership skills.

1. YAPI Programs must involve youth in “Community Youth Development”, a process that encourages and empowers young people and adults to create change in their communities and work together as partners.
2. YAPI teams will report their activities to the Co-Op Team regularly. They should recruit and identify a member of the Co-Op team as the YAPI Contact Person. Counties that are not participating in Co-Op are exempt from this step.
3. YAPI teams will work to support the issues identified by Co-Op team whenever possible.
4. YAPI teams must attend a regional YAPI training or have technical support provided through Georgia 4-H or Fanning Institute in order to receive grant funds.
5. YAPI participants must make every effort to employ research based youth development practices, such as those presented in the curriculum provided at YAPI Trainings as they develop and implement their programs.
6. YAPI Programs must be open to youth and adults from a variety of community organizations and make an effort to engage a diverse group of community partners.
7. YAPI programs can involve youth of any age. However, efforts should be made to engage elementary aged youth.
8. Ideally the YAPI Program will establish, or strengthen, an ongoing process by which youth and adults from the community work together to identify and address local issues. While grant funds can certainly be used to fund projects, the ultimate goal is for youth to be in the process of planning and making meaningful decisions regarding the activities of the YAPI Program.
9. Funds will be administered from the University of Georgia, State 4-H Office and must be processed through the local County Extension Office.
10. Articles and/or promotional materials must mention the “Communities of Opportunity Youth Adult Partnership Initiative.”

Please contact **Jeff Buckley** at the UGA State 4-H Office
706-542-4H4H - jbuckley@uga.edu – www.georgia4h.org/yapi/





**Communities of Opportunity
Youth Adult Partnership Initiative (YAPI) Grants
Grant Application**



County: _____ Team/Project Title: _____

Service Delivery Region: _____ Select One: Original Application _____ Amended Version _____

Section 1: YAPI Implementation Team Information Amount Requested _____
(Grant Range: \$700 - \$1500)

Program Coordinator 1 (This person can be a Cooperative Extension Agent.)

Name: _____ Position: _____

Phone 1: _____ Phone 2: _____ Email: _____

Organization: _____ Mailing Address: _____

Program Coordinator 2 (Optional)

Name: _____ Position: _____

Phone 1: _____ Phone 2: _____ Email: _____

Organization: _____ Mailing Address: _____

Communities of Opportunity Contact (Counties not participating in Co-Op can skip this item.)

Name: _____ Position: _____

Phone 1: _____ Phone 2: _____ Email: _____

Organization: _____ Mailing Address: _____

UGA County Extension Coordinator or 4-H Agent (County Extension Offices will serve as local financial agent.)

Name: _____ Position: _____

Phone 1: _____ Phone 2: _____ Email: _____

Organization: _____ Mailing Address: _____

*Each of the above individuals should keep a copy of the final, signed application.

Grant Submission: Please email an electronic copy of the grant and send the signed, original copy to:
Jeff Buckley, State 4-H Specialist: UGA 320 Hoke Smith Annex - Athens, GA 30602-4356
706-542-4H4H - jbuckley@uga.edu - www.georgia4h.org/yapi/ - Fax: 706-542-4373



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Please type on the grant form.
You may expand each section to include as much information as you see fit.

County: _____ Team/Project Title: _____

Section 2: Project Planning and Implementation

Project Planning & Implementation: While every project will look different, there are some essential components that should be included in the YAPI process.

*If your team has already identified an issue and a project, please provide more specific details on your project.

**If your team is still in the planning phase, discuss how you plan to engage youth and community partners in each step of project implementation. Complete details will be included in the Impact Report.

It may be helpful to refer to the Impact Report, which is included at the end of this document, so that you will know what sorts of data to collect during project implementation.

A. Abstract – One paragraph description of your project/program or proposed project/program

B. Community Needs Assets Assessment/ Issue Identification – How will you identify an issue? What data do you have to show that this it is relevant to your community?

C. Project Description – Three to four paragraphs. Additional details may be requested prior to approval.

D. How will youth provide leadership to this program? Describe specific responsibilities.

E. How will adults provide leadership to this program? Describe specific responsibilities.

F. Proposed Outcomes or Benefits to the Community. How will you measure impact?

Section 3: Budget

In the “Project/Grant Budget”, describe how grant funds will be used. In the “Matching and In-Kind Budget” describe the contributions that your community will make towards the project.

Project/Grant Budget

Provide details within each budget including purpose, cost per item and other information that will provide insight into your plan for using grant funds. You may add or modify budget categories.

	Budget Category	Amount
1	Training Supplies –	\$
2	Project Supplies –	\$
3	Transportation –	\$
4	Purchased Professional Services/ Instructor Fees –	\$
5	Facilities –	\$
6	Publicity –	
7	Other –	
	Total Grant Funds	\$

Cash and/or In-Kind Matching Budget Information

The following table is used to calculate the contributions that your YAPI Team and the community will make to this project. Cash, refers to funds that collaborating organizations contribute. In-Kind Contributions refer to donations of time, facilities and other items. There is not a minimum amount of Matching or In-Kind that must be provided.

	Type of Contribution	Description	Amount
1	Volunteer Hours: Georgia hourly rate for calculating volunteer hours = \$19.50 per hour for adults & Minimum wage or \$6.55 an hour for youth.		\$
2	Percentage of Project Coordinator Salaries		\$
3	Donated professional Services		\$
4	Supplies		\$
5	Other (include use of facilities)		\$
6	Cash		\$
	Total Matching Funds		\$



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Section 4: Required Signatures

(Counties that are not participating in Communities of Opportunity do not need a Communities of Opportunity Contact signature.)

YAPI Program Coordinator I

YAPI Program Coordinator II (optional)

Communities of Opportunity Contact

County Extension Coordinator

Youth Advisory Board Members

Adult/Community Volunteers

By signing this grant application I commit to participating in YAPI Team activities and submitting the Grant Impact Report below. The remaining YAPI Grant funds will be awarded once the report is approved.



**Communities of Opportunity
Youth Adult Partnership Initiative (YAPI) Grants
Impact Report**



(This section should be submitted once the project has been completed.)

County: _____ Team/Project Title: _____

Date Submitted: _____ Grant Funds Awarded: \$ _____

Section 5: YAPI Grant Impact Report

Program Coordinator 1

Name: _____ Position: _____

Phone 1: _____ Phone 2: _____ Email: _____

Organization: _____ Mailing Address: _____

Signature

Communities of Opportunity Contact (Counties not participating in Co-Op can skip this item.)

Name: _____ Position: _____

Phone 1: _____ Phone 2: _____ Email: _____

Organization: _____ Mailing Address: _____

Signature

UGA County Extension Coordinator or 4-H Agent (County Extension Offices will serve as local financial agent.)

Name: _____ Position: _____

Phone 1: _____ Phone 2: _____ Email: _____

Organization: _____ Mailing Address: _____

Signature

*Each of the above individuals should keep a copy of the final, signed Impact Report.

Impact Report Submission: Please email an electronic copy of the report and send the signed, original copy to:
Jeff Buckley, State 4-H Specialist: UGA 320 Hoke Smith Annex Athens, GA 30602-4356
706-542-4H4H - jbuckley@uga.edu - www.georgia4h.org/yapi/ - Fax: 706-542-4373



Communities of Opportunity
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Impact Report



Section 6: YAPI Grant Impact Report

- A. Abstract: Describe your YAPI Team activities in 250 words or less.
- B. Community Issue: Describe the local issue your YAPI Team chose to address. Provide some statistics and data that helped inform your decision. Describe the beneficiaries of your project.
- C. How did youth provide leadership to this program? Describe specific responsibilities.
- D. How did adults provide leadership to this program? Describe specific responsibilities.
- E. Describe Project – Three to four paragraphs. Additional details may be requested prior to approval.
- F. Project Outcomes: Describe the positive impact your project had on YAPI Team members and the community. How did you measure impact?
- G. Media/Publicity: Email or send copies or links to any flyers, articles or other promotional materials related to your project.
- H. Photographs: Please email two to five photos of YAPI Project activities to jbuckley1992@gmail.com. (Note, this is a different email than the one listed below because it has a bigger mailbox and can better accommodate large files.)

Section 7: Project Participant Report: “YAPI Project Participants” refers to the core group of participants who were involved in the majority of the process. “YAPI Project Beneficiaries” refers to members of the community who received service, or benefited from the project.

YAPI Project Participants

Number of Total YAPI Project Participants: Youth _____ Adults _____

Number of YAPI Project Participants in:

Elementary: _____ Middle: _____ High School: _____

Ethnic Breakdown of Youth YAPI Project Participants: (Numbers or percentages)

African American _____ American Indian _____ Asian _____ Hispanic _____

Multi-Racial _____ Pacific Islander _____ White _____

Ethnic Breakdown of Adult YAPI Project Participants: (Numbers or percentages)

African American _____ American Indian _____ Asian _____ Hispanic _____

Multi-Racial_____ Pacific Islander_____ White_____

Average number of hours Youth YAPI Project Participants contributed: _____

YAPI Project Beneficiaries: *Only for community members who received service or benefit. For some projects, participants and beneficiaries may be the same people. Do not double report.

Number of Total YAPI Project Beneficiaries: _____

Optional Information on Project Beneficiaries:

Number of Total YAPI Project Beneficiaries: Youth _____ Adults _____

Number of YAPI Project Beneficiaries in:

Elementary: _____ Middle: _____ High School: _____

Ethnic Breakdown of Youth YAPI Project Beneficiaries: (Numbers or percentages)

African American _____ American Indian _____ Asian _____ Hispanic _____

Multi-Racial _____ Pacific Islander _____ White _____

Ethnic Breakdown of Adult YAPI Project Beneficiaries: (Numbers or percentages)

African American _____ American Indian _____ Asian _____ Hispanic _____

Multi-Racial _____ Pacific Islander _____ White _____

Impact Report Submission: Please email an electronic copy of the report and send the signed, original copy to:

Jeff Buckley, State 4-H Specialist: UGA 320 Hoke Smith Annex Athens, GA 30602-4356

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