

FIRST 5 S H A S T A

Mini-grant Application

week of the young child

April 10-17, 2010 Shasta County

Introduction

First 5 Shasta, *the Shasta Children and Families First Commission*, is funded by the California Children and Families Act (Proposition 10). This statewide initiative was passed by voters in 1998. Proposition 10 placed a 50 cent-per-pack tax on cigarettes to fund education, health, child care and other programs to support the healthy development of children from the prenatal stage to five years old.

First 5 Shasta invites individuals, groups, organizations and businesses to honor the young children of Shasta County by joining April's annual **Week of the Young Child** (WOYC) celebration! To support development of 0-to-5 projects for WOYC 2010, First 5 Shasta provides this competitive mini-grant opportunity. Mini-grants are intended to assist with expenses associated with local WOYC-specific projects, activities and educational experiences for children, ages 0-to-5, their families, caregivers, and professionals with an interest in young children.

Available Funding

A total budget of \$5,000 is available for potential award across a variety of eligible projects. First 5 Shasta is not obligated to allocate any or all of these funds. To be considered for funding, projects must meet all WOYC Mini-grant criteria. Applicants may pursue funding for one "**Large-scale Project**" or one "**Small-scale Project**."

- **Large-scale Project– Request up to \$500**
Large-scale projects incorporate multiple booths, activities, or a series of activities over the course of WOYC. Projects that rotate across multiple host locations may also be considered large-scale. Large-scale projects have the opportunity to reach high numbers of attendees or participants. To support a large-scale project, multiple agencies and organizations often collaborate, creating a project team or committee to develop the project and operate the event or activity. One partner should serve as the project lead and submit a mini-grant application on behalf of the team. The submitting partner or another organization may be identified as the fiscal agent and recipient of funds should an award be made.
- **Small-scale Project – Request up to \$250**
Small-scale projects offer a single activity, a specialized activity, custom materials for distribution, or an event designed to reach a limited number of people. Small-scale projects are most often hosted by one planning organization, group or business.

Timeline

- Deadline to submit application: **January 12, 2010** (4:00 p.m.)
- Award Notifications: January 21, 2010
- Distribution of awarded funds: Approximately February 26-March 5, 2010



Mini-grant Application: Instructions

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Step 1: Meet Mini-grant Criteria

Before preparing the WOYC Mini-grant application, please review the following criteria to determine your eligibility for potential award of funding.

- Project must have a 0-to-5 focus. The activity, event, or materials associated with the project must relate to young children (birth to five), their families, community members or professionals with a specific interest in early childhood.
- Project must be based on the 40 Developmental Assets (see attached), adopting one or more of the 40 Developmental Assets to define activities and educational strategies.
- Event or activity must be delivered in Shasta County during WOYC 2010 (April 10-17, 2010).
- Mini-grant recipient must deliver the project identified in the mini-grant application and submit a report upon project completion.
- Past recipients of the WOYC Mini-grant must have honored all project and reporting obligations to be eligible for the 2010 mini-grant.

Step 2: Project Discussion

Please discuss your project idea with Debbie Peel, First 5 Shasta's Marketing & Communications Coordinator. She will answer questions about WOYC Mini-grant eligibility and project requirements, including effective incorporation of the 40 Developmental Assets. Contact Debbie at (530) 229-8304 or email info@first5shasta.org. Do not prepare and submit a mini-grant application until this step is completed.

Step 3: Complete Application

Complete the following items:

- Cover Sheet with signature.
- Mini-grant questionnaire – include the question with each answer or description.
- If project involves development of custom materials for distribution during WOYC, please attach a rough sample of proposed item(s).

Step 4: Submit Application

Submit your WOYC Mini-grant application on or before the deadline. Submit your original application by U.S. Mail or deliver in person. Applications received in the First 5 Shasta office after the deadline cannot be considered!

DEADLINE: 4:00 p.m. on **Tuesday, January 12, 2010**

DELIVER to: First 5 Shasta
1135 Pine Street, Suite 21
Redding, CA 96001

Attn: Debbie Peel



Mini-grant Application: Cover Sheet

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Legal Name of Applicant: _____

Name of Contact Person: _____

Title: _____ Email: _____

Phone: _____ Fax: _____

Mailing Address: _____

Fiscal Agent (if different than Applicant): _____

Tax I.D. # (or Soc. Sec. if individual): _____
for recipient of funds

Amount Requested: \$_____ Project is: Small-scale Large-scale

For Large-scale Projects – Primary Project Partners (if any): _____

Applicant is a past recipient of a First 5 Shasta WOYC Mini-grant: Yes No

Applicant certifies that funding received for this Week of the Young Child project will not be used to supplant or replace any existing source of funding for WOYC.

Applicant agrees that funding received from First 5 Shasta will be used for Week of the Young Child 2010 event/activity expenses.

Applicant agrees to provide the activity/event identified in the proposed project unless revisions are agreed upon in writing with First 5 Shasta.

Applicant agrees to submit a report upon project completion per instructions that will be provided by First 5 Shasta.

Signature: _____ Date: _____

Print Name: _____



Mini-Grant Application: Questionnaire

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1. What is the title for your Week of the Young Child event or activity?
2. What date and time from April 10-17, 2010 would you like to assign to your project?
3. What specific Developmental Asset or Assets define your project? (please i.d. with text desc.)
4. Please describe your project, including a discussion of how Developmental Assets will be incorporated into the project.
5. Approximately how many people will your project reach? Provide the projected number of children ages 0-to-5 and/or number of adults.
6. In what area of Shasta County will your project be offered?
7. If you have identified a "Large-scale Project," please discuss how your project meets the requirements for Large-scale funding.
8. Provide a budget (items, costs, total) to identify how you intend to spend requested funds.
9. How will you promote your event or activity to attendees/participants?