Chapter Youth Program Guidelines

Purpose of the Grants

This grant program supports youth programs that are sustained for at least 3 years- new start-up programs or an expansion of an existing program – age groups between 10 and 18 years old.

Chapter Youth Program Grants Objectives

- Increase the number of youth participating in SCI, SCIF and chapter sponsored activities.
- Increase awareness and use of informational materials and educational programs on conservation science.
- Establish collaborative partnerships to bring positive values of hunting and conservation to youth.

Grant Process

Competitive grant application process for Chapter Youth Programs.

Grants to selected Chapters will be up to $5,000

The Chapter Youth Programs Education Sables Subcommittee will review applications and select the awardees. If a chapter is not awarded a grant on the round in which it applies it can reapply in another round.

Program Examples:

- Shooting Sports- firearm safety, archery, National Archer in the Schools Program, small group hunting, target shooting and mentored hunts.
- Conservation- hands-on habitat efforts that help wildlife management understanding. Including, but not limited to weed abatement, developing wildlife water resources, and habitat management projects.

- Outdoor recreation- fishing, boating, canoeing, hiking, and outdoor safety skills.

- Youth leadership- working with elected officials to develop a State Youth Council on Conservation similar to the Pennsylvania Governor's Youth Council on Hunting and Fishing.

Partnership Examples: These are NOT all inclusive

- Partnerships with State and Federal government entities including State Game & Fish Depts. and political subdivisions such as Natural Resource Departments, cities, counties and schools/school districts.

- Partnership with The Salvation Army Outdoors summer camps and after school programs. A memorandum of understanding is established between SCI/F and Salvation Army.

- Partnership with like-minded conservation groups – i.e. Elk Foundation, NWTF, DU, RGS, NRA, ATA, Other Sportsman's Clubs/organizations, Trout Unlimited, NSSF, Outdoor Writers Assoc, NASP, NSSP, Boy or Girl Scouts, 4-H, etc.

- Partnership with an existing outdoor camp program that provides shooting sports, hunting and/or fishing programs and rod & gun clubs.

Eligibility Criteria

- The grant proposal must include:

    - A budget for the project submitted with the application

    - A plan to evaluate the program impact

    - A chapter must be in compliance according to SCI by-laws quoted in Article XVI, section 1 through 5. Grant requests from Chapters in existence for less than 12 months will be reviewed and approved at the discretion of the Chapter Youth Programs Grants subcommittee only.

    - Letters of support from collaborative partners in the project documenting their participation.

    - After receiving Chapter Youth Programs grant funds, each recipient chapter must provide the SCIF Education Department with two types of reports. The first a Short Report must be submitted annually and/or within 30 days after the event has taken place. A Final Report must be submitted upon completion of the 3 year timeline. Report forms are provided.

- If a Chapter is making a request from SCIF's Chapter Youth Programs grants, it may not make a second request from SCIF's Matching Grants for the same project. Requests for other SCIF grants may be made for this project upon completion of the initial three year grant period.

- A Chapter is limited to a total of $5,000 in Chapter Youth Programs Grants per year.

- Total limit is $15,000 in Chapter Youth Programs grant money for any one project.

- No grant can be given to any political party or campaign.

- A receipt or proof of payment must be secured from the ultimate recipient/benefactor.

Please Note: Failure to submit the Annual Short Reports, the Final Report and/or photo(s) will result in denial of any future Youth Program Grant applications. In addition, SCIF Foundation reserves the right to, and will demand return of grant funds which were not spent for the purpose for which the grant was awarded. Unused grant funds shall be returned to the SCI Foundation so they may be made available to other applicants.

Application and Award Timeline

Application Timeline

April 1, 2012 Applications due to SCIF Education Department

May 12, 2012 Recipients announced at the SCI May Board Meeting

Applications Fiscal Year

SCI Foundation's Fiscal year: July 1 – June 30

1 granting period in May per fiscal year.

CHAPTER YOUTH PROGRAM GRANT APPLICATION

To be eligible for a Chapter Youth Program Grant a chapter must be in compliance according to the SCI Policies & Procedures

Date of Application: _____ SCIF Office Use Only: _____

Chapter Name:

Submitted By:

SCI Chapter Position:

Address:

City:

State/Province: Postal code: Country:

E-mail:

Home phone: Office phone: Fax:

NOTE: Please read the **Chapter Youth Program Grant Guidelines.** Using the guidelines select one of the following categories. Please check applicable section(s).

____ Shooting Sports ____ Conservation ___ Outdoor Recreation ____ Youth Leadership

Chapter Youth Program Grant Project Summary. *In this section provide information about the actual project and what your goals and objectives are for making the project a success.*

What is the estimated number of youth and age group this program would reach on an annual basis? *One of the main objectives of the Chapter Youth Program Grants is to increase number of youth participating in hunting and conservation.*

What conversation science material or education programs are you hoping to increase awareness of ? *A main objective of the Chapter Youth Program Grants is to increase awareness of these to youth. Include in this how these materials or programs will be a part of the project.*

List your partners in this project (like-minded organizations).Describe what role they will play in this project. Provide a letter of support from each of them. *In this section, please explain what your collaborative partners are doing to help with this event. Are they providing financial contributions, volunteers, in-kind contributions, etc?*

What is your Chapter's contribution to this project? *Explain how the Chapter will contribute to the project. Is it contributing cash, in-kind contributions (i.e.; equipment, materials, food, etc.) or volunteer labor?*

How do you plan to sustain the project or program for three (3) consecutive years? *Explain steps you are taking to increase the number of youth each year and strengthen your collaborative partnerships.*

How will your Chapter promote/advertise this project, and how will SCIF and your Chapter be recognized (Public Relations Plan)? *Explain what you will do to advertise and draw attention to your event and what you will do to give SCIF recognition for its role. Include plans for follow-up articles and press releases you are planning.*

Describe how you will measure the success of the project. *Explain how you will measure accomplishing the grant guideline objectives. Will you use surveys, testimonials, actual number counts, increased support from partners, etc?*

Grant Budget Format

Below is a listing of standard budget items. Please provide the project budget in this format and in this order.

Please submit a budget that projects income and expenses for the project for 3 consecutive years.

A. Time Period this budget covers:_____

B. **Expenses:** include a description and the total amount for each of the following budget categories, in this order:

Expenses	Year 1	Year 2	Year 3
Salaries & Outsource Costs			
Insurance			
Travel			
Equipment			
Supplies			
Printing & Copying			
Evaluation			
Other: _____			
Total Expenses			

C. **Revenues:** Include a description and total amount for each of the following budget categories, in this order; please indicate which sources of revenue are committed and which are pending.

Revenue	Year 1	Year 2	Year 3
Grants/Contributions			
SCIF			
Chapters			
Partners (itemize)			
a.			
b.			
c.			
Donations			
Local Gov't			
State Gov't			
Federal			
Other: _____			
Earned Income			
Fundraising Event			
Other: _____			
Total Revenue			

Total cost of project: $ Amount requested from SCI/SCIF for this project: $

Signature:_____ Date:_____
Chapter representative

Signature: _____ Date: _____
Chapter treasurer

PRIMARY CONTACT LIST

Explanation

- ✓ Applicant must have three (3) members directed to oversee the grant project.
- ✓ Overseers must be committed for duration of the grant time-line.
- ✓ Provide up- to- date contact information for all Overseers of the grant project.

PRIMARY CONTACT #1

Name		Member ID
Chapter		
SCI Chapter Position		
Address		
City		
State/Province	Postal code	Country
E-mail		
Cell	Office phone	Fax

PRIMARY CONTACT #2

Name		Member ID
Chapter		
SCI Chapter Position		
Address		
City		
State/Province	Postal code	Country
E-mail		
Cell	Office phone	Fax

PRIMARY CONTACT #3

Name		Member
Chapter		
SCI Chapter Position		
Address		
City		
State/Province	Postal code	Country
E-mail		
Cell	Office phone	Fax