

enVision the Possibilities



enVision Solutions 2008 Grant Cycle

Youth Solutions

*A collaborative grant opportunity provided by
United Way of Manistee County and
the Manistee County Community Foundation*



<http://www.uwmanistee.org>
<http://www.manisteefoundation.org>





Partners for Manistee County



2008 enVision Grant Cycle – Youth Solutions

Throughout the nation and state, there is increased emphasis on collaboration and partnering among organizations with shared missions. By working together, organizations have the opportunity to:

- Eliminate duplication of programs and services, thereby maximizing use of increasingly scarce dollars.
- Support complementary initiatives to achieve shared goals and attain greater impact.
- Share expertise and other forms of resources to get more done with less.
- Reduce administrative costs and streamline processes by creating common procedures for grant applicants.

Nationally, collaboration between local United Way organizations and the nation's Community Foundations has been identified as a "best practice" for achieving these benefits. We are pleased to announce that United Way of Manistee County and the Manistee County Community Foundation are in their third year reflecting these best practices to support our community.

Since 1942, United Way of Manistee County has been in the business of improving lives and building stronger communities. Since 1987, the Manistee County Community Foundation has had a mission to enhance the quality of life in the county - for now and forever. As of 2006, the two organizations have partnered to achieve shared missions for Manistee County through the enVision Solutions Grant.

A Focus for the Partnership: enVision Manistee County

enVision Manistee County began in 2005 as a 16-month process to identify visions, priorities and action steps for the betterment of Manistee County. The process reflects a first-of-its-kind, county-wide effort to involve all interests in charting a course for our community's future. enVision Manistee County is an ongoing process that will be updated and revised as county priorities and needs continue to evolve. The process was guided by a 19-member steering committee reflecting diverse interests. The visions and action plans were developed by six volunteer work groups that focused on:

- Health and human services
- Youth and education
- Arts, culture and humanities
- Natural environment and recreation
- Economy and employment
- Government and infrastructure

enVision Manistee County will be used by our local United Way and Community Foundation as a guide for collaboratively funding projects that reflect county priorities and action plans that have been identified, debated and established through this highly participatory process. The organizations will be interested particularly in projects with measurable outcomes that will have a lasting impact on our community.

The enVision Strategic Plan is available from Corey Van Fleet at United Way of Manistee County (231-723-2331; cvanfleet@uwmanistee.org) or Laura Heintzelman at the Manistee County Community Foundation (231-723-7269; mccf@manisteefoundation.org or www.manisteefoundation.org).

Eligibility

The 2008 grant cycle will focus on the youth issues identified through the enVision process. All grant projects must include youth in the planning and implementation process. Eligible applicants include IRS-certified non-profit organizations, schools, or government agencies that serve Manistee County residents. Under this collaborative process, applications for funding must identify how proposed projects respond to youth needs, priorities, visions and implementation strategies identified by enVision Manistee County and must show that youth will be involved in the grant application process, the implementation of the grant and the follow-up and long-term sustainability of the project.

Granting Areas and Amount Available

A total of \$27,000 will be awarded for enVision Youth Solutions Grants in 2008, with approximately **\$20,000 available to support new projects**, due to previous multi-year grant commitments. Grants will be made to projects that address the following youth issues identified by the enVision Manistee County Strategic Plan:

- Career Exploration and Preparatory Activities and Mentoring
- Drugs and Alcohol Abuse Prevention and Treatment
- Arts/Culture/Education
- Anti-Bullying/Youth Safety Programs
- Valuing Youth
- Health, Fitness, Nutrition, Obesity
- Environment and Recreation

Evaluation Process

A panel of United Way, Community Foundation and Community Foundation Youth Advisory Committee (YAC) volunteers will examine each application and determine which ones will receive further consideration. If your application is eliminated in Phase I you will be notified so that you may continue to pursue other funding sources. If your application advances to Phase II you will be asked to submit additional information, including project and agency budgets. A sample of the proposal rating criteria form is included in this packet.

Your application will be evaluated based on these factors:

- Addressing of youth needs as identified by the enVision process.
- Youth involvement in the grant application and implementation process.
- Results that will be achieved and the impact those results will have on our community.
- Quality of proposed project, particularly its focus on prevention strategies that address causes rather than symptoms of a specific need.
- Cooperation and interconnection with other agencies, most specifically including youth that are most affected by the need.
- Existence and effectiveness of other efforts to address this need.
- Specific plan for evaluating success (i.e., outcome measurements).

Agencies receiving funding under this program will be required to submit an interim report in November 2008 if the project is more than six months in length. A final report is required upon completion of the project but no later than May 2009. The report form is included in this packet.

Process Timeline

Grant Application Orientation Meeting	February 20, 2008, 5:00 p.m., United Way office
Phase I Application due	March 14, 2008, 1:00 p.m., United Way office
Phase II Notification	April 4, 2008
Phase II additional information due	April 22, 2008, 3:00 p.m., United Way office
Grants announced	May 27, 2008
Interim Report due	November 14, 2008
Final Report due	No later than May 31, 2009

Submission Instructions

- Complete the enclosed Phase I Application Cover Page and answer questions as instructed.
- Applications may be typed or printed legibly.
- **DO NOT** submit any additional attachments at this time. ***Applications in excess of two pages (plus the cover) will not be accepted.***
- Submit eleven, 3-hole punched copies of your completed application to:
 - enVision Youth Solutions Grant
 - United Way of Manistee County
 - 30 Jones Street
 - Manistee, MI 49660



2008 enVision Youth Solutions Grant Phase I Application Cover Page



Submit *eleven, 3-hole punched copies* of your proposal by **1:00 p.m. on March 14, 2008, to United Way of Manistee County, 30 Jones Street, Manistee MI, 49660**

Which identified youth area does this grant address?	
<input type="checkbox"/> Career Exploration/Prep/Mentoring <input type="checkbox"/> Drugs & Alcohol Abuse/Prevention/Treatment <input type="checkbox"/> Arts/Culture/Education <input type="checkbox"/> Anti-Bullying/Youth Safety Programs <input type="checkbox"/> Valuing Youth <input type="checkbox"/> Health, Fitness, Nutrition, Obesity <input type="checkbox"/> Environment & Recreation <input type="checkbox"/> Other (explain): _____	
Project Name:	
Amount Requested: \$	Total Cost of Project: \$
Duration of Project:	
This proposal reflects: <input type="checkbox"/> An ongoing successful project <input type="checkbox"/> A new and innovative project (0 to 3 years old)	
One sentence project description:	
Lead Agency:	EIN:
Non-profit classification: <input type="checkbox"/> 501(c)(3) <input type="checkbox"/> School <input type="checkbox"/> Government <input type="checkbox"/> Other (explain):	
Contact Name:	
Address:	
Phone:	Fax:
E-mail:	Website:
Briefly describe your history in working with youth:	
Approximately how many youth is your agency in contact with over a 12-month period?	
Form Completed By:	
Title:	Signature:
<p>Please attach a brief proposal (up to two pages) answering the following questions. Clearly title each page with name of lead agency and name of project. Do not submit any additional information at this time. <i>Applications in excess of two pages (plus the cover) will not be accepted.</i></p> <ol style="list-style-type: none"> 1. Project Summary: Describe the project. How will this proposal address the enVision youth need(s) you have specified? 2. Needs Statement: What youth will benefit? How many do you expect to serve? What factors contribute to the need? 3. Collaboration: List other agencies that have "signed off" on this project. List the youth and youth organizations that will be your partners in planning and implementing this project. List any other agency that currently addresses this need. If they are not a partner, briefly explain. 4. Outcomes: State the outcomes for youth in measurable terms. What impact on our community do you expect in relation to the enVision Manistee County Strategic Plan? 5. Methods: The plan to accomplish the outcomes. Include a brief timeline. How will you staff this project? How will the youth participate in this project? 6. Evaluation: How will you measure the success of your project? 7. Funding: In addition to an enVision Youth Solutions Grant, what other funding options are being considered? How will the project be supported in the future? 	



enVision Youth Solutions Grant Report

Interim report ____ Final report ____



If this project is more than six months in length, please fill out an interim report by November 14, 2008 and a final report upon completion but no later than May 31, 2009. If this project is finished in less than six months, fill out this form as a final report. Submit to Manistee County Community Foundation, 77 Spruce, Manistee, MI 49660; mccf@manisteefoundation.org; United Way of Manistee County, 30 Jones Street, Manistee, MI 49660; or cvanfleet@uwmanistee.org.

Name of Agency: _____ Date: _____

Contact Person: _____ Ph: _____ E-mail: _____

Project: _____

1. Briefly state the community need addressed by this project.
2. List your project outcomes as identified in your grant application and briefly explain the progress you have made toward meeting those outcomes. If outcome was not met, explain. (If not filling out this form electronically, use additional sheets if more space is needed.)

Project Outcome	Progress

3. How have enVision Youth Solutions Grant funds been expended to date. Be specific. If applicable, how will the remaining funds be used to complete the project?
4. What new partnerships or collaborations has your agency established because of this grant?
5. What type of publicity have the Foundation and United Way received from this grant? Please include any news releases.
6. Will this program continue? If not, explain.

For office use: Date rec'd _____ Reviewed by enVision Solutions Committee _____

2008 enVision Youth Solutions Fund Proposal Criteria Rating Form

Lead Agency:	Amount Requested:
Project Name:	Matching Funds/Collaboration:
Reviewer:	Total Cost:
Youth area(s) addressed: <input type="checkbox"/> Career Exploration/Prep/Mentoring <input type="checkbox"/> Drugs & Alcohol Abuse/Prevention/Treatment <input type="checkbox"/> Arts/Culture/Education <input type="checkbox"/> Anti-Bullying/Youth Safety Programs <input type="checkbox"/> Valuing Youth <input type="checkbox"/> Health, Fitness, Nutrition, Obesity <input type="checkbox"/> Environment & Recreation <input type="checkbox"/> Other (explain): _____	

Please score each section of this form by first determining if the component is contained in the proposal and then by scoring the component on a scale of 0-3 using the guidelines at the bottom of the page. Enter the totals for each phase in the appropriate spaces on the second page.

Phase I **Phase II**

1. Project Summary

Proposal addresses the enVision need(s) that have been specified.

Comments, questions:

2. Needs Statement

Proposal details who will benefit, how many will be served and what factors contribute to the need.

Comments, questions:

3. Collaboration

Proposal lists other agencies that will help plan and coordinate this project, as well as other agencies that currently address this need (explanation is given if such agencies are not partners in this project).

Comments, questions:

Scoring: 0 = component is not included; 1 = component is stated, but description is very weak; 2 = component is stated, but description is vague enough to cause the reviewer to have questions; 3 = component is stated, description is excellent, and reviewer has no additional questions.

Note: This form is one of several criteria used for qualifying for a grant; scoring more than 18 points does not guarantee moving to Phase II or receiving a grant.

4. Outcomes

Outcomes are stated in measurable terms in relation to the enVision Manistee County Strategic Plan?
 Comments, questions:

5. Methods

Proposal details a strategy to accomplish the outcomes, including a brief timeline and staffing plans.
 Comments, questions:

6. Evaluation

Proposal states how the project’s success will be measured.
 Comments, questions:

7. Funding

Proposal lists other funding options and plans for future support.
 Comments, questions:

8. Budget Plan

The proposal details a budget plan.
 Comments, questions:

Phase II only

Rating after Phase I: 0 – 18: Not recommended for Phase II consideration
 19 – 23: Recommended for Phase II consideration
 ≥ 24: Highly recommended for Phase II consideration

Phase I
 (21 possible)

Phase II
 (24 possible)

Notes/Comments:

Intake Score

_____ (5 possible)

Total

_____ (26 possible)

Scoring: 0 = component is not included; 1 = component is stated, but description is very weak; 2 = component is stated, but description is vague enough to cause the reviewer to have questions; 3 = component is stated, description is excellent, and reviewer has no additional questions.

Note: This form is one of several criteria used for qualifying for a grant; scoring more than 18 points does not guarantee moving to Phase II or receiving a grant.