

YOUTH UNITED

[mini-grant information]



Want to make a difference? Take action? Solve a tough community problem?

Whether you're a child, teen, educator, or youth-serving organization, Youth United Mini-Grants can power your Spokane Gives service project.

Youth United Mini-Grants were created to support organizations and individuals to provide empowering youth volunteer opportunities that address the needs in our community. The mini-grants cover project expenses, up to \$300, for youth volunteer projects.

Youth United believes in investing in youth as problem-solvers to address the most important challenges facing our community. This bold strategy puts children and youth in the driver's seat and gives them the power to plan, implement, and witness the full impact of their service. We know that youth bring new strategies, skills and initiative to solve challenging issues... it's never too early to start living united!

[REQUIREMENTS]

- Applicants must be 18 or younger (K-12) and live in Spokane County
- Project(s) must be youth-led and performed
- All project members must be registered on VolunteerSpokane.org
- Project hours must be tracked on VolunteerSpokane.org
- Spokane County United Way cannot send grant funds to an individual
- All volunteers/projects are required to have a sponsoring 501(c)3 organization or school
- Grant reimbursement checks will be sent to the sponsoring organization or school
- The sponsoring organization will receive the grant funds for the applicant after project is complete and invoice with receipts have been submitted
- Sponsoring organization or applicant will be responsible for costs until reimbursement
- Mini-grant requests may be made for up to \$300 per youth volunteer project
- Funds are limited and will be awarded on a first come, first serve basis to eligible applicants
- With a limited amount of funding available, volunteers may apply for more than one project but are asked to submit them in order of priority

[PROCESS]

- Review and complete the Youth United Checklist (attached).
- **Deadline: April 3rd, 2017.** Application (attached) will be accepted between Wednesday, February 1st, 2017 and Monday, April 3rd, 2017 for Spokane Gives projects; deadline will be extended if funds are still available.
- Spokane County United Way's staff and Volunteer Engagement Committee volunteers will review requests and make funding decisions on a first come, first serve basis and available resources
- Notification of award will be sent after application review process via e-mail to indicated project leader and sponsor organization
- Invoice and receipts of expenses for approved project(s) must be submitted, with authorized sponsor organization signature, by Monday, May 15, 2017
- Reimbursement check to sponsoring organization will be issued by Friday, June 2, 2017.

Sponsored by:

WSECU



Youth build partnerships with local nonprofits, churches, or schools to plan and implement a volunteer project for 2017 Spokane Gives Month!



Mini-Grants allow individuals to apply for funding to benefit their partner organization execute innovative you volunteer projects!



Youth participants that meet requirements, receive the Presidential Volunteer Service Award as recognition for their dedication to the community!

YOUTH UNITED

[mini-grant application]



[APPLICANT INFORMATION]

Applicant's Name: _____

Applicant's Age: _____

Applicant's Email Address: _____

Applicant's Phone Number: _____

Applicant's T-shirt Size: XS S M L XL XXL

Signature of Parent/Legal Guardian: _____

Please list all additional volunteer project team members; full name, email address, and t-shirt size (use additional sheet if necessary):

[PROJECT INFORMATION]

Project Title: _____

Project Description: _____

Project Date & Time: _____

Amount Requesting (max. \$300): _____

Project Budget Details:

Supplies:	Cost:

[SPONSORING ORGANIZATION INFORMATION]

Organization Name: _____

Address: _____

Name of Site Coordinator: _____

Phone Number: _____

E-mail Address: _____

Authorized signature of sponsoring organization coordinator: _____

*Sponsoring organization will accept funds on behalf on applicant in order to implement volunteer project(s); sponsoring organization will be responsible for acquiring materials necessary to complete volunteer project(s); sponsoring organization will send invoice and receipts of expenses for approved project(s) by Monday, May 15, 2017; reimbursement check will be issued by Friday, June 2, 2017. If you have any questions, concerns, or would like further information, please contact Spokane County United Way at volunteer@unitedwayspokane.org or 509-838-6581.

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[project planning checklist]



[BEFORE PROJECT]

- Review Youth United Mini Grant Requirements and Process Information
- Build a team... Invite your friends to get involved and have fun making a difference together!
- Make sure all service project team members have a profile on VolunteerSpokane.org
- Choose a non-profit organization or other 501(c)3 agency to partner with as your sponsor organization that will benefit from your service project; consult with them to identify needs or opportunities, develop project ideas, pick a date and time for the project, set contingency plans in case of weather or capacity issues, and acquire additional actions required by the sponsoring agency (for example, liability release forms, background check, etc.)
- Visit www.VolunteerSpokane.org/Youth-United/ for resources, including an agency outreach email template, project ideas to spur inspiration, additional photo & liability release forms, an example project application, and more!
- Decide on a project and determine what supplies or additional materials are needed to complete your service project. Check with your sponsoring organization to see what tools and materials are available and make arrangements to reserve them for your project date
- Finalize service project details with your sponsoring organization and get an authorizing signature from the project site coordinator
- Have all service project team members fill out a Spokane County United Way photo & liability release form
- Complete the Youth United Mini Grant Application
- Submit application and all required documents to volunteer@unitedwayspokane.org by April 3rd, 2017
- If you have any questions, concerns, or would like further information, please contact Spokane County United Way's Volunteer Engagement Team at volunteer@unitedwayspokane.org or 509-838-6581. We are happy to help in any way that we can!

[DAY OF PROJECT]

- Have all volunteers "check-in" to the project opportunity on VolunteerSpokane.org to track impact (the project opportunity will be created by the VolunteerSpokane team and the link will be sent to the applicant's and site coordinator's email address)
- Document your project.. Take pictures— before and after, with the team— and share with us using #LiveUnitedSpokane and shout out to our sponsor @WSECU (TIP: Include information about your sponsoring organization and encourage others to donate or volunteer!)
- Stay energized and hydrated!

[AFTER PROJECT]

- Give yourself a high five, you did a GREAT thing!
- Take time to reflect on the project: How did it feel helping other people? What are other ways you can help your community all year?

YOUTH UNITED

[photo & liability release]



ADULT/CHILD PHOTOGRAPHIC RELEASE & STATEMENT OF RELEASE OF LIABILITY

I hereby give my consent for any films, videos or photographs containing depictions of me to be used by Spokane County United Way in any publicity, advertising programs and/or social media which may be undertaken by these organizations in the conduct of their legally incorporated purposes. I release the event sponsors, Spokane County United Way, its member agencies and their agents or representatives, as well as non-member agencies and their agents or representatives from any liability in connection with the use of such materials.

In addition, I hereby, for myself and my heirs, executors and administrators, waive and release all rights and claims for damages I may have against the event sponsors, Spokane County United Way, its member agencies and their agents or representatives, as well as non-member agencies and their agents or representatives for any injuries or action suffered.

Name (please print): _____

Signature (must be 18 or older): _____ Date: _____

Name of project: _____

Phone Number: _____ E-Mail: _____

Address: _____

If under 18 (Parent/Guardian Name): _____

Parent/Guardian Signature: _____

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