

City of Evansville 2017 Youth Leadership Grant Guidelines

About

The City of Evansville initiated the Youth Leadership Grant Fund in 1998. The fund was established to help Evansville youth seeking community service opportunities and to improve their leadership skills. The grant monies will be distributed to organizations applying for a specific leadership program or individuals who wish to attend a leadership event or function.

2017 Available Amount: \$3,000.00

Applicant Requirements

Applicants must meet the following requirements for consideration.

Organizations:

- Must be a not-for-profit organization
- Must have an open/non-restrictive membership

- Must be located within the City of Evansville **or**
- Procuring the grant for a program generated in Evansville **or**
- An educational facility within Vanderburgh County

Individuals:

- Must be a resident of the City of Evansville
- Must be younger than 22 years of age

Grant Restrictions

All grant monies awarded must be used for the purpose stated in the grant application.

Approvals & Notifications

Qualified applicants will be notified of the City Council's Youth Leadership Grant Subcommittee meeting. A representative is required to attend the meeting to present the organization's/individual's need for the grant. The Subcommittee will make their recommendations to City Council. Upon City Council's approval, the grant agreements will then be submitted to the Board of Public Works for consideration. Once approved, organizations will be mailed an award letter stating the amount awarded and two copies of the grant agreement for signage. **Checks will be processed and distributed once the signed grant agreement is received by the City Clerk's Office on or before the due date.**

Reporting Requirements & Important Dates

Failure to comply with deadlines will result in forfeiture of grant award.

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| 1. Application Deadline: | February 24, 2017 | 5:00 p.m. |
| 2. Subcommittee Meeting: | TBD | |
| 3. Signed Agreements Due: | May 26, 2017 | 5:00 p.m. |
| 4. Funds expended & purpose of grant completed: | on or before December 31, 2017 | |
| 5. Annual Report due: | December 31, 2017 | 5:00 p.m. |