

Seven Clans Grant Council  
2011 Application

Deadline:  
December 12, 2011 by 5pm



Name of Person/Organization: \_\_\_\_\_

Amount Applying for: \_\_\_\_\_

Date Application returned: \_\_\_\_\_

# EASTERN BAND SCGC

(Seven Clans Grantmaking Council)

2011-2012 Youth Philanthropy Board

## GET UP TO \$1000 FOR YOUR YOUTH-LED PROJECT

*See inside for details on how to apply!*



**APPLICATIONS DUE: December 12<sup>th</sup>, 2011**

Eastern Band SCGC is supported by the Cherokee Youth Council with financial support from the Cherokee Preservation Fund. Training and technical assistance is provided by Leading To Change, Inc ([www.leadingtochange.com](http://www.leadingtochange.com)) as part of the North Carolina Youth Giving Network ([www.NCyouthgiving.org](http://www.NCyouthgiving.org).)



# HOW TO APPLY FOR THE \$

1. Read this application carefully, especially the guidelines for funding on page 4.
2. Use this application to answer five questions and prepare a budget.
3. If you have any questions, please contact Sky Kanott of the Cherokee Youth Council at 828-554-6938, or via email at [skykano@nc-chokeee.com](mailto:skykano@nc-chokeee.com)
4. If you are mailing it, please send it early enough to ARRIVE to us by 5:00PM on December 12, 2011.

Please mail the application to the following address: Cherokee Youth Council  
PO Box 456 Cherokee, NC 28719

5. You may be asked to give a 5-minute presentation on your project to the Eastern Band SCGC. We will contact you after submission of the proposal for the presentation time and date.
6. Wait until the beginning of December while the Eastern Band SCGC reads all the proposals and decides which groups will receive the money.
7. Note: If your project is approved, your group will also be required to (a) keep a scrapbook or video journal of your progress, and (b) attend a grantee celebration event on *February 30, 2012*

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## GENERAL INFO

1. Name of youth directed group: \_\_\_\_\_
2. Name of project idea: \_\_\_\_\_
3. Amount of money you are requesting from us: \$ \_\_\_\_\_
4. One or two sentence description about what you want to do: \_\_\_\_\_  
\_\_\_\_\_
5. Lead Youth Contact Information:  
Name: \_\_\_\_\_  
Email: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Address: \_\_\_\_\_  
Lead Youth Signature: \_\_\_\_\_
6. Contact information for your project's adult advisor (teacher, etc.):  
Name: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Email: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Address: \_\_\_\_\_  
Advisor Signature: \_\_\_\_\_
7. Non-Profit Organization or School Sponsor:  
Name of Organizations or School: \_\_\_\_\_  
Address: \_\_\_\_\_
8. Which person above should we correspond with? ☐ Adult Advisor ☐ Youth ☐ Contact
9. Using a separate piece of paper, please list the names, addresses, zip codes, e-mail, phone numbers, and signatures of all the youth involved in writing this application.



# **GUIDELINE FOR FUNDING**

## **BASIC Requirements**

- Your project must have a positive impact (on youth) in the Qualla Boundary.
- Youth project must be started by **1/10/12** and completed by **2/30/12**.
- Your project must be planned by youth & carried out by youth, or a youth-serving organization whose proposal is written by youth. We define youth as between the ages of 5-25 years old and enrolled in an educational program.
- Each group must have an adult ally and a sponsoring organization. This sponsor organization can be a community group, school or faith-based institution.
- You can ask for a minimum of \$100 and the maximum of \$1000 from SCGC.
- You have done research to find out whether or not your project is needed in the community.
- The youth planning the project is gaining skills and knowledge in the process. Additionally, if accepted, young people must be present and involved in the report/presentation delivered at the community celebration on February 30, 2012
- Youth in the community gain important skills and experiences because of your project.
- Your project is beneficial, creative, and realistic.
- Additional priority will be given to projects that address drugs and alcohol addiction, suicide, disease/illness, poverty/homelessness, or abuse.

## **What We CAN Pay For**

- Materials, supplies, or equipment that will help your project have a positive youth impact.
- Transportation costs within the County.
- We will also consider the following items: postage, printing, copying or design costs.
- Other Approved Necessities

## **What We WON'T Pay For**

- Projects proposals planned and written by adults for adults.
- Projects that take place outside of the Qualla Boundary.
- Projects that are just designed to raise money for your group or another group
- Salaries or stipends paid to individuals
- Overhead that the sponsoring organization incurs
- Anything that is not going to be directly used for the project
- Any alcohol, tobacco, or drug products or promotions

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## A FEW WRITTEN QUESTIONS

In three pages or less, please answer the 5 questions listed below. PLEASE TYPE YOUR RESPONSES TO THESE QUESTIONS! If you have questions or need additional assistance, please contact Sky Kanott of the Cherokee Youth Council at 828-554-6938, or via email at [skykano@nc-chokeee.com](mailto:skykano@nc-chokeee.com). NOTE – we have included a sample of a project proposal on page 6. We expect respondents to go above and beyond the sample we provided.

### **PLEASE ANSWER THE FOLLOWING QUESTIONS!**

1. **Who are you?** We want to know more about your group. Tell us your purpose/mission, how long you have been around, and some of the experience and strengths you bring to this project.
2. **What do you want to do?**
  - a. We want to know your goals for the project and the actual activities or actions you will do to help achieve these goals.
  - b. Tell us who will benefit from the project, how many people will benefit, and how they are going to benefit.
  - c. Tell us when and where the activities or actions are happening.
  - d. What is your proposed timeline for starting and completing your project?
3. **How will you make this project happen?** Tell us the steps you are going to take to accomplish your major activities or actions. Tell us who you are working with and how you are working with them.
4. **How will you know if your project is a success?** Tell us what you will do to find out if your project made a positive change for youth in your community.
5. **How much will things cost?** Use the budget form on page 9 to tell us the things you need to buy, how much they cost, what you want us to pay for, and who else is helping you pay for the project.

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# Sample of A Project Proposal

***NOTE – we have included a sample of a project proposal for your reference.  
We expect respondents to go above and beyond the sample we provided.***

## ***Doin' Better on the SAT***

We are members of SAT Crew, a group of 8 teens from Cherokee. We are writing to ask you to support our project, "DOIN' BETTER ON THE SAT." We want \$900 from SCGC to help youth improve their SAT scores.

1. Who are you? We are teens, ages 16-18, who live in the County. We have been living in this community for years. We came together to help each other improve our SAT scores. All of us have taken many practice tests and know the test really well.

2. What do you want to do? OUR GOAL is to help youth in our community raise their SAT scores without having to break the bank to do so. OUR PROJECT ACTIVITY is to offer a SAT prep course for 25 youth who live in our County. This course will be 4 sessions long, with each session lasting about 2 hours. Experienced youth test-takers plus a professional adult SAT trainer will teach these sessions. We will also make available 3 extra help periods. These will take place one week after the last session is over. We will hold the course at the local library, in February and March. Because of our course, youth who participate will get a better score, which will help them get into college and get more scholarship money.

3. How will you make this project happen? Here are our steps. The first thing we will do is securing the location for these workshops. We are going to get training from an SAT expert to help us prepare for this. So that lots of youth know about this project, we are going to do presentations to the high schools, and contact guidance counselors so they can direct their students to our workshops.

4. How will you know if your project is a success? Our project will be a success if at least 50% of youth who take our course raise their scores 50 points. We will do a survey of all youth who came to the course to figure this out.

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## SAMPLE BUDGET

NAME OF GROUP: DOIN' BETTER ON THE SAT

| <i>WHAT YOU NEED</i>                    | <i>ESTIMATE OF HOW MUCH IT WILL COST</i>             | <i>AMOUNT YOU ARE REQUESTING FROM OTHER PLACES AND THE NAMES OF THESE PLACES</i> | <i>AMOUNT YOU WANT FROM THE BOARD</i> |
|---|--|--|---------------------------------------|
| 30 SAT prep books                       | \$600 (\$20 per book)                                | None   | \$600                                 |
| 3 pads of flip chart paper              | \$60 (\$20 per pad)                                  | None   | \$60                                  |
| Markers and pens                        | \$20   | None   | \$20                                  |
| Snacks for trainings                    | \$200 (2\$ per person, at 25 people, for 4 sessions) | None   | \$200                                 |
| Training services of Pro SAT instructor | \$1000   | Pro SAT instructor will donate all his time—worth \$1000                         | \$0                                   |
| 400 copies for flyers                   | \$40 (400 copies at 10 cents a copy)                 | Kinko's will give us 1/2 price on copies (we save \$20)                          | \$20                                  |
| <b>TOTAL</b>                            | <b>\$1,920</b>                                       |  | <b>\$900</b>                          |

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## Frequently asked questions

**Q: HOW LONG DOES IT TAKE US TO GET THE MONEY?**

A: We let you know if you will receive the grant by late December, and if approved, your group will receive its check in late January.

**Q: CAN WE PAY OURSELVES TO DO THE WORK?**

A: We will not pay any of the youth or adult members of the group for the work that they are going to do. However, we will pay for training or other services (like graphic design, security, etc.) that are essential to the success of the project.

**Q: WHERE DOES THE MONEY COME FROM?**

A: The money comes from the Cherokee Preservation Foundation

**Q: CAN I APPLY FOR FUNDS AS AN INDIVIDUAL?**

A: We want to give money to young people who have already come together as a group. If you are an individual who has a great idea for a project, we can help you identify groups of youth who might be willing to work with you to apply for funds and carry out the project.

**Q: WHAT IF OUR GROUP DOESN'T HAVE AN ORGANIZATION OR SCHOOL SPONSOR?**

A: If you can't find a sponsor, contact us so that we can try to help connect you with a possible sponsor. Applications will only be considered if the projects that are being proposed are inclusive/open to all members of the public, meet the greater good of the community, and are not solely for program/school/church outreach.

**Q: WHAT ARE OUR CHANCES OF GETTING THE MONEY?**

A: There is no guarantee that if you apply you will get the money. But, if your project idea meets the project guidelines, you have a very good chance.

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# BUDGET WORKSHEET

NAME OF GROUP: \_\_\_\_\_

| <b>WHAT MATERIALS OR ITEMS YOU NEED (please be specific)</b> | <b>ESTIMATE OF HOW MUCH IT WILL COST</b> | <b>AMOUNT YOU ARE REQUESTING FROM OTHER PLACES AND THE NAMES OF THESE PLACES</b> | <b>AMOUNT YOU WANT FROM THE BOARD</b> |
|--|--|--|---------------------------------------|
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|  |  |  |                                       |

## BUDGET TOTALS

|                              |  |                                       |  |
|------------------------------|--|---------------------------------------|--|
| <b>Total Cost of Project</b> |  | <b>Total Amount Requested from us</b> |  |
|------------------------------|--|---------------------------------------|--|

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# CHECK LIST & GRANT SCHEDULE

## **DID YOU...**

- ☐ Complete the **general info page** on page 3?
- ☐ Attach a **separate page with the names**, addresses, zip codes, e-mail addresses, phone numbers, and signatures of all youth involving in completing this application?
- ☐ Make sure your project idea **fits the guidelines** that are described on page 4?
- ☐ Prepare a **1-3 page response** to the five questions listed on page 5?
- ☐ Fill out the **budget worksheet** on page 9?

## **IMPORTANT DATES TO REMEMBER**

### **DECEMBER 12, 2011**

Deadline for submitting an application (must be RECEIVED by 5:00pm)

### **JANUARY 4, 2011:**

Notification of which projects will be funded.

### **FEBRUARY 30, 2012:**

Closing celebration and reflection for all Grantees.

### **MARCH 15, 2012:**

Written summary/update of project (including photos, video, scrapbook, etc.) submitted to GC2

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