



## 2010 YorIT Grant Application Checklist

### About YorIT Grant

YorIT is an organization founded by a group of committed York residents that have come together to create a social venture capital grant-making program to achieve real impact with measurable results in the local community. Each year, YorIT members choose a theme that aligns with the needs of the local community and invites local nonprofits to develop campaigns and programs as a means to make a real difference. The theme for 2010 is **Arts and Culture in downtown York.**

The YorIT Grant is unique in that it is funded by a committed group of individuals, managed by the York County Community Foundation (YCCF), focused on the York region and distributed based on the membership's approval.

Grant applications to the YorIT program are due **on April 16<sup>th</sup>, 2010**. Grant applicants should be prepared to make a formal presentation to the YorIT membership at their Grant Selection Event in May. At this event, members will cast their vote for their chosen nonprofit(s) (or organizations without 501(c)(3) status may collaborate with a fiscal agent).

**The 2010 YorIT Grants are awarded up to the amount of \$12,500.** The number of grants actually awarded is based on the application's financial need and outlined program funding requirements.

Those receiving the YorIT Grant are required to report results on a quarterly basis to the YorIT Grant Committee, which will then update the membership on their investment's progress. A final completion report should be given to the YorIT Grant Committee upon completion (limited to 12 months after the award is made).

### 2010 GRANT THEME: ARTS AND CULTURE IN DOWNTOWN YORK

*While the 2010 Grant focus is arts and culture in downtown York City, YorIT is accepting grant applications from organizations located anywhere in York County as long as the project or program takes place in downtown York.*

Before a YorIT Grant proposal is drafted, applicant organizations are encouraged to carefully review the Grant Application Guidelines or contact Jane Conover at YCCF clarify any questions. Jane can be reached at [jconover@yccf.org](mailto:jconover@yccf.org). One copy of the completed proposal is due in the YCCF's office by **5:00 p.m. on April 16<sup>th</sup>**.

Completed proposals must include:

#### **PART I – YORIT GRANT APPLICATION FORM**

Completed and signed application form.

**PART II – PROPOSAL NARRATIVE – Limited to two (2) pages, including the following information, no smaller than 10 pt. font**

Project Intent

- How the proposed project will be structured and implemented
- Who the proposed project will benefit in the York Community
- How the proposed project will advance the mission of the organization and support the Grant’s selected theme (2010 Theme: Arts and Culture in York City, PA)

Project Activities

- Leadership – staff and/or volunteer leadership/oversight including any opportunities for YorIT members to volunteer
- Project timeline
- Preliminary costs required and prospects for funding
- Potential delays or threats to the project

Ongoing Project Plan

- Impact – to what extent can the proposed project make a significant difference in improving the quality of life in York County
- Sustainability – how will the Project be sustained following start-up?

**PART III – PROPOSAL BUDGET**

Itemize all anticipated project expenditures and sources and amounts of support. For each source other than the YorIT Grant, indicate amounts received, committed, requested, and/or to be requested.

**PART IV – ORGANIZATION’S GOVERNING BOARD** Provide a copy of the applicant (or collaborating) nonprofit Board of Directors membership list.

**PART V – CORRESPONDENCE FROM PARTNER ORGANIZATIONS** If a collaborative project, provide correspondence from organizations cited in the proposal narrative, confirming the scope and type of resource-sharing or other cooperative arrangements.

**PART VI – ADDITIONAL ATTACHMENTS**

Copy of applicant (or collaborating) organization’s IRS determination letter as evidence of 501(c)(3) tax status (*this does not apply to government agencies or public school districts*).

**MAIL COMPLETED FORMS AND PROPOSALS TO:**

**2010 YorIT Grant Application  
c/o Sandy Aulbach  
York County Community Foundation  
14 West Market Street  
York, PA 17401**