



## **The 5<sup>th</sup> Annual Lights On Afterschool Mini Grant Application**

**Due: Friday, August 27, 2010 by 5:00 pm**

### **The Florida Afterschool Network (FAN)**

The mission of the Florida Afterschool Network is to provide unified leadership to advocate for the development, enhancement and sustainability of innovative, high quality afterschool programs and policies statewide. The Florida Afterschool Network joined a national initiative dedicated to afterschool programs with funding in 2005 by the Charles S. Mott Foundation.

Lights On Afterschool is a nationwide event that recognizes the critical importance of quality afterschool programs in the lives of children, their families and communities. It is a project of the Afterschool Alliance, the only organization dedicated to raising awareness of the importance of afterschool programs and advocating for more afterschool investments. The Afterschool Alliance works with the Administration, the U.S. Congress, governors, mayors and advocates across the country. Today the Afterschool Alliance boasts more than 25,000 afterschool program partners and their publications reach more than 65,000 interested individuals every month. More information on the Alliance and Lights On Afterschool is available at [www.afterschoolalliance.org](http://www.afterschoolalliance.org).

### **Funding Purpose**

FAN is pleased to announce the 5th Annual Lights On Afterschool Mini Grants. FAN is offering support through mini-grants to local afterschool programs to help off-set event costs. Programs are invited to submit a request for funds to assist in covering expenses that would help increase the profile of your event, or help make it more attractive to media and policymakers. Funding is allocated through a competitive grant process open to all afterschool providers including school board operated and private provider operated sites. All Lights On Afterschool funded programs must meet at a minimum the Florida Standards for Quality Afterschool Programs developed by FAN. These standards focus on positive youth development principles with developmentally age appropriate activities, and have appropriate staff to student ratios. Programs must exhibit a high degree of coordination and involvement with schools and other community partners. The funded programs must provide deliverables to FAN as outlined below in the Reporting Outcomes and Deliverable section below.

### **Total Funding Amount**

FAN will make available a total of \$10,000 for LOA min-grants. There will be 2 levels of sponsorship:

- \$2500 level for multiple program community collaborative events
- \$1000 level for individual (school or agency) events
- Funds may not be requested for food and beverage items.

**Due: Friday 8/27/10 by 5:00 pm**

### **Eligible Applicant(s)**

All public or private organizations are eligible to apply. Examples of agencies and organizations include, but are not limited to:

- For Profit and Not For Profit agencies
- City or county government agencies
- Individual schools
- Faith-based organizations

### **Proposal Scoring**

#### **Project Design and Implementation (45 points)**

- If applicable, describe your past **LOA** event(s), and how this year will be different than last year's event.
- Provide a brief summary of the proposed event, including general purpose, program design, target population, and intended outcomes. Include the location, time and attendance goal.
- Describe the audience and be sure to include policy-makers and/or local dignitaries you will invite to the event(s).
- Describe your plans to engage the media to cover or be a partner in your event. What media outlets in your area would you most want to cover your event?
- Safety of students participating in the **LOA** events is of the highest priority. Children and youth must participate in structured activities in a safe environment supervised by well-trained and caring staff. Describe the safety measures for this event.

#### **Collaboration and Partnership (25 points)**

- Proposals must provide a Partnership Summary that identifies the current public/private partnerships, as well as, a description of the services/contributions of the partners that will assist in meeting the needs and goals of this event.
- Attach "Support Letters" from the organizations listed. Letters should indicate how the partners will support the proposed event.
- Describe how the proposal will engage the "audience, policy-makers and local dignitaries invited to the event(s).

#### **Dissemination Plan (15 points)**

- Describe the methods/strategies to disseminate and share information about the proposed event to targeted populations (children and youth, parents, and community members).
- Describe how the agency will recognize FAN as an event partner.

### **Budget Narrative (15 points)**

- Applicants must provide a detailed budget narrative that itemizes the total project cost and all funding sources. The application must specify for what the FAN grant funds will be used. **\*\*Funds may not be requested for food and beverage items.**

### **Register with Afterschool Alliance**

Agency must be registered on the Afterschool Alliance LOA website. (Visit [www.afterschoolalliance.org](http://www.afterschoolalliance.org) to register your program.)

### **Submittal Requirements**

- Please submit mini-grant proposals to [lpintacuda@floridacsc.org](mailto:lpintacuda@floridacsc.org) by email.
- Mini-grant proposals must be received electronically by 5:00 pm on August 27, 2010.
- Mini-grant proposals submitted by mail will not be considered.

### **Reporting Outcomes and Deliverables**

- All programs receiving grants are required to submit:
  - A Narrative Report of the actual event
  - Media deliverables including news-clippings, e-photos and other event documentation
- The follow-up items must be submitted to Larry Pintacuda by December 3, 2010.
- Failure to submit the required deliverables may result in return of funds to FAN.

### **Method of Review**

- Each proposal will be reviewed by FAN Board members.
- The scores from the reviews will be averaged.
- Only proposals with 80 points and above will be considered for funding.

FAN reserves the right to negotiate grant award amounts and funding purpose with all approved applicants and retains the right to refrain from making awards to agencies for funding based on past performance.

### **What Makes a Dynamic Lights On Afterschool! Event:**

- A visually pleasing, community-attended event that includes local and state policy-makers, i.e., legislators, county and city commissioners, and law enforcement
- Media coverage
- An event that communicates the case for afterschool services for all children and families in need in Florida

AGENCY PROFILE	
1. Name of program:	2. In what kind of community are you located? Please circle one. Urban      Rural      Suburban
3. Contact person:	4. Address:
5. City/State/Zip:	6. Telephone and Email:
7. County	8.
9. Person authorized to make decisions and sign on behalf of Program:	10. Telephone and Email:
Type of program (please circle):	
Independent Profit	Licensed Day Care Center Non-Licensed Day Care Center
Independent Not-For-Profit	School District, City or County Government Agency ( Non-21 <sup>st</sup> CCLC)
Faith-Based	21 <sup>st</sup> Century Community Learning Center (CCLC)      Other (Please Explain):
11. First time doing Lights On event? Yes or No (circle one)	12. Have you registered your event at <a href="http://www.afterschoolalliance.org">www.afterschoolalliance.org</a> Yes or No (circle one) If no, you will not be eligible
13. How did you hear about the FAN funding opportunity?	
E-mail mini-grant proposals to <a href="mailto:lpintacuda@floridacsc.org">lpintacuda@floridacsc.org</a>	
Mini-grant proposals must be received <b>electronically</b> by 5:00 pm. 8/27/10	

On behalf of the above-mentioned Program, I certify that I am authorized to submit this application and the attached proposal to the Florida Afterschool Network. I agree to implement this proposed project in accordance with said proposal and reporting the outcomes.

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**Authorized Signature**

**Date**

**Due: Friday 8/27/10 by 5:00 pm**



**Budget Plan for Lights On Afterschool!**

**GOAL:** To increase public awareness and support for afterschool programs in your community.

- Please complete all columns except Follow-up Report and submit with your grant application by 8/27/10.
- Follow-up report will be submitted with the Reporting Outcome by 12/3/10.

Event Activities (use additional paper if necessary)	Lead Organization(s)	Cost to FAN	Cost to Partners	Follow-up Report (what actually happened)
		\$	\$	
Media Coverage	Lead Organization(s)	Cost to FAN	Cost to Partners	Follow-up Report (what actually happened)
Newspaper				
Radio				
Television				
Other				
<b>TOTAL</b>				