

**Rural Alaska Community Action Program, Inc.**  
**YOUTH DEVELOPMENT AND CULTURE GRANT PROGRAM**  
**APPLICATION FY23: Rolling Deadline**  
**Project Timeline: May 31, 2023**

The RurAL CAP Youth Development and Culture Grant Program provides grant funding to community-based organizations to engage Alaska Native youth through youth leadership development, culture camps or cultural identity projects. Tribal, public or non-profit organizations in rural Alaskan communities are eligible to apply.

**CHECKLIST FOR APPLICATION SUBMISSION**

- 1) Application worksheet
  - a. Application Title and Program Information
  - b. Budget and Budget Narrative
  - c. Project Narrative & Timeline
- 2) Attachment by Applicant: 501 (c) (3) or tribal organization documentation attached
- 3) Attachment by Applicant: Letters or resolutions of tribal support for projects submitted, signature of an authorized elected Tribal Official.

**Please submit by email to YDCG Program Specialist Sinead Morris-McHugh at [smorrismchugh@ruralcap.org](mailto:smorrismchugh@ruralcap.org).**

**A. APPLICATION TITLE AND PROGRAM INFORMATION**

1) Title of the Project: \_\_\_\_\_

2) Legal Name of Organization: \_\_\_\_\_

3) Address of Organization: \_\_\_\_\_  
City: \_\_\_\_\_ State: **AK** Zip: \_\_\_\_\_

4) Federal Tax ID# \_\_\_\_\_ DUNS #: \_\_\_\_\_

5) Non-profit status:  
 IRS 501 (c) (3) – Attach copy of certification  
 Other (explain): \_\_\_\_\_

6) Head of Organization: \_\_\_\_\_ Title: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Email address: \_\_\_\_\_

7) Project Lead (office): \_\_\_\_\_ Title: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Cell: \_\_\_\_\_  
Email address: \_\_\_\_\_

8) Financial Lead: \_\_\_\_\_ Title: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

9) Project Cost: Specify actual project costs. If total cost of the project is described, funding from other sources may be identified.

Amount Requested (\$6,000-\$16,000): \_\_\_\_\_ Total Project Costs: \_\_\_\_\_

10) Purpose for which funds are requested:

\_\_\_\_ Youth Leadership Development

\_\_\_\_ Culture Camp or Cultural Identity Projects

11) Signature of Authorized Official & Title: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

**B. BUDGET AND BUDGET NARRATIVE**

Describe the cost of the project and use the line items (categories) below. ABSOLUTELY no food can be reimbursed by this award. Travel can include a per diem rate of \$60/day as well as lodging costs.

<b>Line Items</b>	<b>Budget Amount</b>	<b>Account Title</b>	<b>Narrative Description</b> Please describe each item and cost
<b>100</b>	\$ _____	<b>Personnel Services</b> (staff wages, fringe)	
<b>200</b>	\$ _____	<b>Travel</b>	
<b>300</b>	\$ _____	<b>Facility</b>	
<b>400</b>	\$ _____	<b>Supplies</b>	
<b>500</b>	\$ _____	<b>Equipment</b>	
<b>600</b>	\$ _____	<b>Other</b> (stipends go here)	
<b>700</b>	\$ _____	<b>Indirect</b>	
<b>Total</b>	\$ _____		

**C. PROJECT NARRATIVE AND TIMELINE – Please answer questions in space provided below.**

Describe your project. What do you plan to do?

Where will you do project activities? How will you ensure project locations are safe and appropriate for the purpose of the project?

Please describe the timeline for project activities, keeping in mind that the project must be completed before **May 31, 2023**. **Please detail the project timeline with a start and finish date. All reports and reimbursement documents must be submitted within a month of the project end date.**

How will you incorporate culturally appropriate practices to achieve program goals?

The target population are youth ages 12-17 years old. How many youth will benefit from this project?

Which organizations will be involved and how will the organizations work together to achieve the desired outcomes?

**KEY PERSONNEL**

Who will be implementing this project? Describe experience in implementing similar projects.

## EVALUATION

Describe the outcomes you want to achieve.

- How will you determine the participants and community were positively impacted by this project? How will you gather this information?

## PROJECT REPLICATION/SHARING

Please describe steps for developing creative approaches, tools, or technologies that can be replicated by other tribes or serve as a model for other Tribes. Some examples of possible tools include; brochures, tip sheets, power point presentation on project steps, resource lists, video, audio or posters.

## **ACCEPTANCE OF TERMS**

By submitting a proposal, an applicant accepts all terms and conditions of this Request for Proposals (RFP) including all appendices and attachments and guidelines identified in this RFP, 7 AAC 78 and any other applicable statutes, regulations. If the grants are awarded, this RFP and the applicant's proposal become part of the grant agreement. The applicant will be bound by the provisions contained in their proposal, unless RurAL CAP agrees that specific parts of the proposal are not part of the agreement. The proposal must adequately address necessary procedures to protect client confidentiality and meet State and Federal standards. In addition, the facilities proposed for services must be safe and are appropriate to the purpose of the project; and provide adequate physical access for the proposed population. Proposals and other materials submitted in response to this RFP become the property of RurAL CAP and may be returned only if RurAL CAP allows. Proposals are public documents and may be inspected or copied by anyone after grants have been awarded.

RurAL CAP does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring, firing of staff, selection of volunteers and vendors, and provision of services. We are committed to providing an inclusive and welcoming environment for all members of our staff, clients, volunteers, and subcontractors. Program service recipients have the right to file a grievance if s(he) is not satisfied with the response to a complaint. RurAL CAP is committed to providing timely, meaningful access for eligible individuals to volunteer opportunities, services and activities. If you have questions or concerns, you may contact RurAL CAP's Community Development Division Reasonable Accommodation Coordinator. RurAL CAP intends to provide meaningful access to services to persons with Limited English Proficiency (LEP), within parameters that do not incur undue burden on RurAL CAP resources. If you have questions or concerns, you may contact RurAL CAP's Community Development Division LEP Language Access Coordinator.

## **APPLICATION EVALUATION CRITERIA (100 points possible)**

**A. Narrative Proposal:** Under this criterion, proposals will be evaluated based on the extent and quality to which the project approach demonstrates:

1. Proposed activities are well developed, reasonable and support program intent. **(10 points)**
2. Plan for staffing and volunteers is reasonable. **(5 points)**
3. Ability and descriptive plan to oversee and monitor the project for successful and timely completion. **(5 points)**
4. Exhibit willingness, creativity, and dedication to partnering with available resources to complete the projects. For example, this could include partnering with other tribes or tribal consortia, local volunteers, community health aides, ICWA workers, etc. Project shows plan to network with other service providers. **(10 points)**
5. A clearly articulated timeline for project tasks and a description of roles and responsibilities of the applicant in carrying out the project components/tasks. **(10 points)**
6. The target population and service area are clearly identified and meet the intent of the RFP. **(10 points)**
7. Applicants will also be evaluated based on the extent and quality to which they incorporate culturally-appropriate practices or ways of achieving goals. **(10 points)**
8. Applicant's thorough understanding of grant program goals and desired outcomes. Proposed goals and anticipated outcomes are achievable and compatible with program goals. The proposal description should also include the intent to complete the webinar training along with the name of the person who will be attending and his/her role in the proposed project. **(Total: 60 points)**

### **B. Budget and Budget Narrative**

Proposals will be evaluated based on the extent and quality to which the proposed project demonstrates each of the following sub-criteria:

Applicants will be evaluated based on the adequacy of the information provided in the detailed budget and whether the proposed costs are reasonable and allowable and if they describe the cost-effectiveness and reasonableness of all costs. **(15 points)**

**C. Tribal Government Support:** Under this criterion, applicants will be evaluated based on the extent to which they demonstrate that they have Tribal government support for their project. For proposals submitted by Alaska Tribal governments, the signature from an Authorized elected Tribal Official is sufficient. For example, acceptable means of demonstrating support can be demonstrated by signatures by an elected Tribal Official, Tribal Council resolutions specific to the project being proposed, or letters of support. **(10 points)**

### **D. Evaluation Plan**

Applicant's thorough understanding of grant program goals and desired outcomes. Proposed goals and anticipated outcomes are achievable and compatible with program goals **(15 Points):**

- a. Culture camps to provide spiritual and cultural guidance for youth and stress community responsibility, not just individual rights. These camps must teach sharing and hard work, respect for nature and all people, celebration of language and heritage, the virtues of respect and cooperation and reverence for Elders.

- b. Leadership development to support youth in developing the knowledge and self-confidence to speak out and create change within themselves and to encourage youth to find the task of maintaining traditional Native values and practices, while thriving in the modern world.