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*A project of Community Initiatives, Inc. the supporting organization of the Noble County Community Foundation, Inc.*

## **Collegiate Internship Grant Application**

### ***Introduction***

The Celebrate Diversity Project through Community Initiatives, Inc., the supporting organization of the Noble County Community Foundation Inc., was awarded a Lilly Endowment Community Alliances to Promote Education (C.A.P.E.) grant. Among many new initiatives the Celebrate Diversity Project offers non-competitive grants promoting cultural awareness throughout Noble County.

### ***Mission***

The Celebrate Diversity Project mission is to offer and support culturally related programs and services that enrich the lives of the residents of Noble County.

### ***Vision***

The Celebrate Diversity Project vision is a community that discourages prejudice and fear by encouraging language and communication skills, fostering economic well-being and inspiring education, lifelong learning and community involvement.

### ***Goals***

- Develop role model (mentor) relationships.
- Raise awareness of community services to diverse populations.
- Increase community involvement.
- Cultivate culturally knowledgeable philanthropic leaders.

### ***Availability of Funds***

Grants are available to provide non-profit organizations an opportunity to enhance or expand their services to diverse populations in Noble County. Funding awards are for a one-year period and organizations are limited to one grant award per year. Maximum award: \$5000.

### ***Distribution of Funds***

- Award decisions are released approximately 30 days after grant deadline.
- A grant agreement/contract must be signed and returned to the Celebrate Diversity Program Director within 15 days from date of grant award notification.
- Funds are generally distributed within 30 days of receipt of grant agreement/contract.
- Any alteration or revision of original proposed use of funds must receive prior approval from Celebrate Diversity Project.
- A project update and evaluation report indicating the extent to which goals are being achieved and the ways success is being measured must be completed by June 15<sup>th</sup> and December 15<sup>th</sup> of grant year. Reports will provide quantitative and qualitative evaluation measures.
- Funds not utilized for proposed project must be returned to Noble County Community Foundation/Celebrate Diversity Project unless prior approval is received to extend use of funds.

## ***Evaluation of Proposals***

- The Celebrate Diversity Project will only consider not-for-profit organizations for this grant opportunity.
- Favorable consideration will be given to projects that affect a broad segment of the population and that move the community to higher cultural awareness.
- Grants will not be used under any circumstances to support:
  - Segregation programs.
  - Projects that don't serve residents of Noble County.
  - Political/lobbying purposes.
  - Underwriting for fundraising events.
  - Projects not related to the promotion of cultural awareness.

## ***Grant deadline dates for 2009***

- March 10, 2009

## ***Grant Requirements (available on line at [www.NobleCounty.org](http://www.NobleCounty.org))***

1. Please attach a cover sheet with your proposal which includes:
  - Name of organization
  - Contact person(s) name(s)
  - Address
  - Phone number
  - Signature of Board President/Director/Principal
2. Your proposal must include the following items, not to exceed three pages:
  - A job description for the proposed college intern. Job descriptions must include total number of hours intern will work and show that at least 1/3 of the duties would be spent doing culturally related tasks, such as translation/interpretation, advocacy, awareness, etc.
  - The need for and importance of having a college intern in your organization.
  - How you hope the community will benefit from the project?
  - How you will determine effectiveness of your project (quantitative and qualitative measures).
  - Timeline for project.
  - A budget for the amount requested, with justification.
3. As a 501(c)3 or other tax exempt organization you must attach a copy of IRS Non-Profit Status Notification letter.
4. All applications must be typed and received on or before the grant deadline date.
5. Mail your application to:

Celebrate Diversity Project	Phone: 260-894-9078
1599 Lincolnway South	Fax: 260-894-9906
Ligonier IN 46767	
6. After your request has been received, a representative of the Celebrate Diversity Project may contact you to request a site visit or additional information. Decisions are made approximately 30 days after the deadline and you will be contacted about the decision.