











## **City of Lawrenceburg Community Grant Program (LCGP)**

The City of Lawrenceburg has generously allocated grant funds specifically for non-profit organizations that provide a benefit, direct or indirect, to the Lawrenceburg community and Dearborn County. The Dearborn Community Foundation is pleased to administer this program.

The Program has been set up in two (2) phases:

Phase I: Grant requests of \$5,000 or less will be accepted at any time during 2009.

Phase II: Grant requests of \$5,001 - \$100,000 will be accepted during 2009 pursuant to the grant application deadlines listed below.

LCGP Specific Guidelines:

- grant funds are not granted to sustain ongoing programs/projects;
- grant applications will be considered as long as funds are available; and
- the maximum grant award allotted is \$100,000 per organization per calendar year.

2009 Deadline Dates:

**February 3, May 5, August 4, and October 6**

**To be considered, complete grant applications must be received in the DCF office no later than Noon on the deadline date(s) listed above.**

## **City of Aurora Grant Program**

Grants will be made to non-profit organizations for projects that will directly benefit the residents of the City of Aurora. Grants from quasi-governmental organizations such as fire departments and emergency units may take priority over other grant requests. A grant and/or advisory committee consisting of the members of the Aurora City Council will advise the DCF on preferences among grant applications.

Entities that provide specific services for the City of Aurora are also eligible to apply for this grant program. Examples of the types of services include: economic development, EMS, historic preservation, housing, technical assistance, transportation and youth services.

**Please note, all applicants will be taken under advisement by Aurora City Council in April 2009.**

**Deadline Date:**

**March 2, 2009**

**Grant funds are no longer available in 2009 after this date**

**To be considered, complete grant applications must be received in the DCF office no later than Noon on the deadline date listed above.**

### **Sprint Educational Excellence Grant Program**

- Sprint has established an endowment fund that generates income for grants for education. Innovative programs that improve learning opportunities in our community will be considered. Grants are awarded based on the creativity of the project. The maximum grant award allotted is \$1,000 per organization per calendar year.

**Grants are accepted throughout the year until funds are depleted.**

## The Asset Approach

### What are Developmental Assets?

#### Introduction to the 40 Developmental Assets

The Dearborn Community Foundation recognizes the importance of the **40 Developmental Assets** when considering the vision and framework of non-profit organizations and the services they provide to residents throughout our community. Search Institute, developer of the **40 Developmental Assets**, is an independent non-profit organization whose mission is to provide leadership, knowledge, and resources to promote healthy children, youth, and communities. At the heart of the institute's work is the framework of **40 Developmental Assets**, which are positive experiences and personal qualities that young people need to grow up healthy, caring, and responsible.

The Foundation urges and recommends that organizations assess how they can effectively incorporate Developmental Assets into everyday operations. While the **40 Developmental Assets** focus primarily on youth, it is important that organizations recognize the implementation of any number of these assets into their framework, whether they work with adults and/or youth, can produce positive outcomes for anyone and everyone involved, staff included. The Foundation urges your organizations to utilize and address developmental assets as part of any grant request submitted to the Foundation. Use of the **40 Developmental Assets** model will show the Foundation the organization's willingness to make a concerted and unified impact on our community. *Please refer to the model on the next page for a full listing of the **40 Developmental Assets**.*

Search Institute's **40 Developmental Assets** are concrete, common sense, positive experiences and qualities essential to raising successful young people. These assets have the power during critical adolescent years to influence choices young people make and help them become caring responsible adults.

The Developmental Asset framework is categorized into two groups of 20 assets. **External assets** are the positive experiences young people receive from the world around them. These 20 assets are about supporting and empowering young people, about setting boundaries and expectations, and about positive and constructive use of young people's time. External assets identify important roles that families, schools, congregations, neighborhoods, and youth organizations can play in promoting healthy development.

The twenty **internal assets** identify those characteristics and behaviors that reflect positive internal growth and development of young people. These assets are about positive values and identities, social competencies, and commitment to learning. The internal Developmental Assets will help these young people make thoughtful and positive choices and, in turn, be better prepared for situations in life that challenge their inner strength and confidence.

## 40 Developmental Assets

### Assets Type

### Asset Name

#### **External Assets** **Support**

1. Family Support
2. Positive Family Communication
3. Other Adult Relationships
4. Caring Neighborhood
5. Caring School Climate
6. Parent Involvement in Schooling

#### **Empowerment**

7. Community Values Youth
8. Youth as Resources
9. Service to Others
10. Safety

#### **Boundaries & Expectations**

11. Family Boundaries
12. School Boundaries
13. Neighborhood Boundaries
14. Adult Role Models
15. Positive Peer Influence
16. High Expectations

#### **Constructive Use of Time**

17. Creative Activities
18. Youth Programs
19. Religious Community
20. Time at Home

#### **Internal Assets**

#### **Commitment to Learning**

21. Achievement Motivation
22. School Engagement
23. Homework
24. Bonding at School
25. Reading for Pleasure

#### **Positive Values**

26. Caring
27. Equality and Social Justice
28. Integrity
29. Honesty
30. Responsibility
31. Restraint

**Social Competencies**

- 32. Planning and Decision Making
- 33. Interpersonal Competence
- 34. Cultural Competence
- 35. Resistance Skills
- 36. Peaceful Conflict Resolution

**Positive Identity**

- 37. Personal Power
- 38. Self-Esteem
- 39. Sense of Purpose
- 40. Positive View of Personal Future



# 2009 Grant Application Checklist

Completed applications **MUST** address all of the following items clearly and thoroughly. Failure to include required information with a submitted application will delay evaluation and may cause the application to be held over to the next grant cycle. For your convenience, please utilize the following checklist.

- A completed “2009 Grant Application Cover Form” (this includes the signed acknowledgment page)**
- A detailed description of the project (no longer than four (4) pages)**
  - Describe the organization and its mission. Include the following information:**
    - When was the organization established as a non-profit? What is the purpose of the organization?
    - Does another organization provide a similar service to Dearborn County residents?
    - What makes this project different from other projects that may provide similar services to residents of Dearborn County? and Is this a first time project?
  - Describe the project :** What activities/services will be provided?
  - List the estimated number of people to be impacted by this project:**
    - How will this project directly benefit the community? And if this request is youth related, which 40 Development Assets will be addressed?
  - Describe the need for the project :** Why/how was this project determined to be a need in the community?
  - List the goals and/or objectives of this project :** What is the anticipated outcome?
  - Describe how the organization and/or project will be affected if grant funding is not awarded**
    - What other funding sources have been secured?
    - How much funding, for this program/project, is being provided by the organization?
    - Will the project be postponed if grant funds are not awarded?
    - What will happen to the project if funding and/or only partial funding is awarded?
  - Include a detailed timeline for the project, from implementation through completion**
  - Describe how the organization will evaluate the success of this project**
- A detailed project budget (no longer than one (1) page)**
  - In a separate one page project budget, list all anticipated expenses.**
    - Include three (3) separate price quotes for each item that grant funds are being requested.**
  - Identify other potential funding sources, for the proposed program/project, for which the organization has applied or plans to apply and the status of those requests;**
  - Identify the responsible fiscal agent to ensure that adequate accounting and financial policies are followed;**
  - Identify who will be responsible for completing the final report once the project is completed;**
- Include a full list of all grant awards received from the DCF and other sources over the past three years, the project and amount for which the funds were awarded, and the status of the project and usage of grant funds.**
- Current year’s operating budget that shows income vs. expenditures.**
- Current year-to-date financial statements including an income statement and balance sheet.**
- 2008 end-of-year financial statements including an income statement and balance sheet.**
- Most recently filed IRS Form 990.** (Now required for all tax-exempt organizations effective with tax years ending on or after December 31, 2007)
- A copy of signed board minutes when the grant application was presented and approved by the current board of directors or a statement signed by the board president and treasurer authorizing and supporting the submission of a grant application to the Dearborn Community Foundation for the stated purposes.**
- Names, professions, and addresses of the board of directors.**
- Copy of Internal Revenue Services 501 (c)(3) tax exempt letter.**
- Copy of the Indiana Business Entity Report for the current year.**
- Copy of the organization’s Certificate of Incorporation from the Indiana Secretary of State.**



## 2009 Grant Application Cover Form

Name of the Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Person & Title: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

Project Title/Name: \_\_\_\_\_

Amount Requested: \$\_\_\_\_\_ Total Project Budget: \$\_\_\_\_\_  
*(if applying for more than one program, please complete one application for each grant program).* Total Operating Budget for Current Year \$\_\_\_\_\_

Geographical Area Served: \_\_\_\_\_ Start Date of Project: \_\_\_\_\_

Program from which organization is requesting funds:

DCF County Progress Grant Program \$ \_\_\_\_\_

City of Lawrenceburg Youth Grant Program \$ \_\_\_\_\_

City of Lawrenceburg Community Grant Program \$ \_\_\_\_\_

City of Aurora Grant Program \$ \_\_\_\_\_

Sprint Educational Excellence Grant Program \$ \_\_\_\_\_

### INSTRUCTIONS:

For each program applying for, submit one (1) original and ten (10) copies (**absolutely no binders or folders**) of the completed application along with all required information referenced in the "Application Checklist." Incomplete application will not be considered until all required information is submitted to the Dearborn Community Foundation. Application should be submitted to:

Attention: Program Director  
Dearborn Community Foundation, Inc.  
322 Walnut Street  
Lawrenceburg, IN 47025  
Phone: 812-539-4115  
Fax: 812-539-4119  
dcgrants@comcast.net  
www.dearborncf.org



# Acknowledgement & Certification

## Acknowledgement

The information contained in this grant application, to the best of my knowledge and belief, is true and correct; the document has been duly authorized by the governing body of the Grant Applicant; and the Applicant organization will comply with applicable laws, regulations, terms and conditions in effect at the time of the grant. I understand that Dearborn Community Foundation, when evaluating this grant application, will review any and all of the information submitted as part of this request with advisors of the Foundation's choosing. I acknowledge that the referenced organization is recognized by Indiana Secretary of State as an active, non-profit entity and can provide documentation to verify.

## Certification

Grant Applicant hereby certifies that it will not discriminate on the basis of membership in a protected class under State, Federal and Local law in the use of any funds granted by the Dearborn Community Foundation, Inc. except as otherwise permitted by such law. The Grant Applicant represents and warrants that it will use all granted funds in accordance with applicable laws. Grant Applicant agrees to indemnify and hold harmless the Dearborn Community Foundation, inc. from all liability based on any act or omission by the Grant Applicant in the use of funds provided by said Dearborn Community Foundation, inc., or occurring in connection with any program, project or service for which the Foundation has provided a grant.

\_\_\_\_\_  
Signature of President or Chair of Governing Board  
(Signature of Principal if request is from a school  
or school organization)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Chief Executive Officer or Staff  
(Signature of Superintendent if request is from a school  
or school organization)

\_\_\_\_\_  
Date