

Priscilla S. Whittemore Fund

GUIDELINES AND APPLICATION INSTRUCTIONS FOR 2010

Purpose: To fund **group** opportunities for young people residing in the Connecticut Community Foundation's twenty-one town service area. These opportunities should promote peace, justice and understanding of the people of this nation **and** people of other nations through educational experiences for persons in their intellectually formative years.

Eligibility: Any 501(c)(3) or 501(c)(4) nonprofit organization or public agency (including schools) located in the Connecticut Community Foundation's twenty-one town service area¹ that is organizing/sponsoring a **group** international program for youths (ages 14-21).

Programs must be one of two types:

- 1) **An international group travel program.** These funds may be applicable for groups (such as school language clubs, bands/choirs, or church youth groups) that are planning trips abroad. Students benefiting from this program must reside in the Foundation's service area.
- 2) **Educational events that have an international focus.** For instance, opportunities for groups of area students to participate in programs (in the U.S.) that will provide contact with students from other nations. Funds can support the expense of organizing such a program, or travel expenses for groups of students to attend one elsewhere.
 - Trips sponsored **solely** for athletic/sports or faith-based purposes are not eligible.
 - Funds should support the direct costs (transportation, meals, admission fees, lodging) of youths who, due to financial need, would otherwise not be able to participate in such a program.
 - All proposed programs **must** include direct contact and cross cultural activities between the participating youths and peers from another country.
 - Program participants **must** develop and implement a plan to publicly share their cultural experiences upon completion.

Some examples of past groups funded by this grant program include

- Girl Scout Troops 5008 and 4220 toured international Girl Scout/Girl Guide Centers in Austria, Germany and Switzerland.
- The Pilgrim Fellowship Youth Group from the Church of Christ Congregational in Goshen traveled to Los Alcarizzos, Dominican Republic to help with relief work in the construction of a new school.
- Campers at the YMCA Camp Mataucha visited Odense, Denmark as an exchange program with a Denmark camp.
- Naugatuck Valley Community College's Choral Society presented a concert tour throughout Great Britain.
- Several schools have sent students abroad for direct application of their foreign language studies: students from the Westover School and Chase Collegiate have both toured Spain and Wilby High School's French Club visited Quebec City and Montreal.

Amount: Maximum grant of \$5,000 per group/organization.

Application: Completed applications include: 1) responses to attached questions with project budget; 2) signed grant proposal summary sheet and 3) a copy of the organization's 501(c)(3), 501(c)(4), or public status statement.
Note: application forms are available online at <http://www.conncf.org/grants/applications.htm>

Due Date: **Application must be received** at the Connecticut Community Foundation, 43 Field Street, Waterbury, Connecticut, 06702, by **March 5, 2010 (Round I) OR October 15, 2010 (Round II)**.

Timeframe: Awards will be announced in late April and November 2010.
Programs must take place between within one year of award.

*The Priscilla S. Whittemore Fund is a Field of Interest Fund of the Connecticut Community Foundation. Application in response to this request for proposals does **not** preclude an organization from also applying for a grant from the Foundation's unrestricted funds for a **different** project.*

¹ Beacon Falls, Bethlehem, Bridgewater, Cheshire, Goshen, Litchfield, Middlebury, Morris, Naugatuck, New Milford, Oxford, Prospect, Roxbury, Southbury, Thomaston, Warren, Washington, Waterbury, Watertown, Wolcott or Woodbury

2010 GRANT APPLICATION

PRISCILLA S. WHITTEMORE FUND

Applicants should answer these questions. **Do not exceed 3 pages** (this limit refers to the grant text only, and does not include the Summary Sheet and any optional supplements).

1. PROVIDE BACKGROUND INFORMATION ON THE APPLICANT ORGANIZATION.

- Specifically describe the organization's history coordinating past group international programs.
- If trip is being sponsored by a department, club or other sub division of applicant organization please identify (i.e. Foreign Language Club, Choral Group)
- Who will serve as the primary coordinator and what are his/her qualifications for leading group international experiences.

2. DESCRIBE THE PROPOSED PROGRAM. Please provide details on the following:

- the program itinerary
- the timeframe
- the number of group participants and how they were recruited
- the number of adult chaperones and the adult vs. youth ratio

3. HOW WILL THIS PROGRAM ADVANCE CROSS CULTURAL EDUCATION/EXCHANGE (i.e. why was this trip/destination/program selected for a youth enrichment opportunity; what will the participants gain/learn from this experience; what type of opportunities will there be for them to interact with youth from other nations?)

4. HOW WILL THE PARTICIPANTS SHARE THEIR EXPERIENCES UPON THEIR RETURN? (Note: as per the terms of this grant award participants are required after the completion of the trip to share their cultural experience in some public manner (i.e. school assembly, newspaper article, photo exhibition in library.) Please describe your group's plan for this exchange including method for sharing, target audience and timeframe).

5. HOW WILL THE GRANT FUNDING SUPPORT THIS PROGRAM?

- Provide the number of youths who would be supported through these funds. Indicate whether funds will be used for full or partial support for each participant.
- What proof of financial need was provided by these youths and what criteria were used in selecting the proposed recipients for trip underwriting?
- Please provide a detailed budget for the entire group/program using a similar format as below:

A. INCOME:

Fundraising Events:	\$
Sponsoring Organization Contribution:	\$
Participant/Family Contribution	\$
Other (please specify):	\$
Connecticut Community Foundation Request:	\$
TOTAL INCOME	\$

B. EXPENSES:

Airfare (# of youths @ \$ per round trip ticket)	\$
Ground Transportation	\$
Lodging (cost per participant per night)	\$
Meals:	\$
Incidentals (please specify)	\$
Costs to publicly share experience upon completion (i.e. slides, photos etc.)	\$
Costs of organizing local event with international focus	\$
or	
Costs of sending students to event with international focus	\$
TOTAL EXPENSES	\$