

**Young Audiences, Inc.**  
**AFFILIATE DEVELOPMENT FUND**  
**Grant Application - 2015**

**Grant Application and Instructions**

Please briefly address each section of the grant application narrative as it aligns with the priorities of the Affiliate Development Fund. Where appropriate, we encourage you to use bullet points and to closely follow the guidelines below.

At the top of the application, fill in the requested information for: Application Date, Project Title, Organization/Affiliate name, contact person, phone, e-mail, amount requested (up to \$25,000 per year) and project dates (one, two or three years).

**Grant Opportunity:**

Please indicate the operational area(s) of your capacity building grant request: ADF Program Development, ADF Fund Raising, ADF Marketing P/R, ADF Advocacy, ADF Other (Please detail)

**Narrative:**

**1. Inquiry Question: What will be learned or discovered as a result of this work?**

This should be a one or two sentence question about what will you learn or discover as a result of this project. Please be concise and craft a question that is engaging and thought provoking.

**2. Brief Project Description**

Please describe the project you will be implementing. This can be a brief summary paragraph that will be used later in reporting to the Network Policy Committee.

**3. Major Project Goals and Outcomes**

Please address how your capacity building project will meet the primary goals of the *Affiliate Development Fund* which is: to help build the capacity of affiliates and the network in order to establish ideas that can serve as best practices to YA and the field and to encourage and support innovative strategies in all areas of organizational development for the betterment of the network and the young people we serve.

**4. Communities Served – Need and Impact**

Please describe the unique challenges and/or opportunities that exist in the geographic area your affiliate serves and describe how this context impacts the access of all area youth to quality arts learning. If applicable, please estimate the number of people the project will reach and available demographics. Describe, if applicable, any underserved groups or areas that will benefit from this project.

**5. Major Grant Activities (Include Time line)**

Given the community and organizational context you have provided and your proposed outcomes and strategies, please outline the major activities you plan to undertake and how you anticipate each area of activity will strengthen your organizational capacities. Please be specific and be sure to include how you plan to measure your success in building your Affiliate's capacities. This section should focus primarily

on Year 1, but for multi year requests, summarize the major activities for Year 2 and Year 3 as applicable.

**6. Documentation and Evaluation Plan**

Briefly describe your plans for documentation and evaluation. Outline the outcomes, key strategies, key benchmarks and the board and staff members involved in this project. Include your plans for documentation and program evaluation (formative and/or summative) as appropriate. Where appropriate describe the use of internal and/or external evaluators.

**7. Plan for Sustainability and Expansion**

Describe the unique challenges and opportunities your affiliates faces as you consider how to move the organization to higher level of impact in your community, with particular attention to the need for new or improved capacities among board, staff and artists. Note: these challenges should align with the grant opportunity area(s) selected.

**8. Plans to Attract Additional Funding**

Please list any sources you have identified that will provide a match for this project.

**9. Key Personnel**

Please list up to four people (and/or potential partners) who were centrally involved in planning or reviewing this application. Include their name, title and a brief sentence describing their role in this application. Provide a list of program staff, teaching artists, classroom teachers and other personnel that you have identified for this project. Please include one or two sentences about the experience of each individual as applicable.

**10. Demographic Information**

Please provide if applicable.