

Youth-Led Social Justice Mini-Grant



APPLICATION PACKET

Why is this grant happening?

In March 2021, the City of Seattle committed \$1.5 million to address the increase in hate crimes and bias aimed at the Asian American and Pacific Islander community in Seattle ([press release here](#)). As part of that commitment, the Department of Education and Early Learning (DEEL) is releasing a Youth-Led Social Justice Mini-Grant focusing on race, ethnicity, gender, and sexual orientation to support youth leadership on issues of racism, discrimination, and bias that develop innovative strategies to support community and combat hate.

What is the funding for?

The purpose of this funding opportunity is to provide resources for youth and youth-led groups to develop and carry out their own social justice projects that promote social justice in regard to race, ethnicity, gender, and sexual orientation. These funds are intended to ultimately benefit Seattle's Black, Indigenous, People of Color (BIPOC), especially Asian-American Pacific Islander communities, as well as the LGBTQIA+ community. Projects may serve all Seattleites regardless of age, race, ethnicity, gender, or sexual orientation.

Who can apply?

Individual youth leaders ages 12-24 as well as youth-led groups, such as school clubs, a student group, a community-based organization where a group of youth will lead the project, or a youth advisory council, are eligible to apply. Applicants should be based in the City of Seattle and the project should serve the Seattle community.

How much money is available? Are there any restrictions on how funds should be spent?

Up to \$100,000 will be awarded for youth-led social justice projects. Individual grants will range from \$500-\$8,000. Funds can be used only for the purpose of paying for the applicant's proposed social justice project. Examples of allowable uses of funds include youth stipends for their time working on the project, printed materials, refreshments during an in-person event, rental costs, swag or giveaways, as well as any costs associated with cleaning, face masks, health and safety supplies, and operating safely during the COVID-19 pandemic. DEEL encourages grantees to support BIPOC- and women-owned businesses.

How will projects be selected?

This grant is non-competitive. This means that all applications that meet grant eligibility requirements, are submitted on-time, and include the required materials will be funded, unless there are more funds requested than we have money for. If this occurs, DEEL will prioritize applications based on a combination of factors including: Council Districts served by the project, social justice topic area, if a fiscal sponsor is identified, who the target audience for the project is, and the number of people served.

| Application Prioritization Rubric | | | |
|-----------------------------------|---|--------------------|--------------|
| Prioritization Categories | 3 points | 2 points | 1 points |
| Council District | 2, 7 | 1 | 3,4,5,6 |
| Social Justice Topic | Race/Ethnicity | Gender or LGBTQIA+ | |
| Fiscal Sponsor | Yes | No | No |
| Audience Served | White-identified or cis-gendered people | All people | |
| Number of people served | More than 30 | 10-29 | Less than 10 |

What is the timeline for this funding?

This grant opens on Tuesday, September 14, 2021. Applications are due Monday, October 25 by 5:00pm. Applications will be reviewed and prioritized in mid-October. Applicants will be notified if their grant is funded on Tuesday, November 16, 2021.

How do I apply?

Applicants can choose to submit either a written or video application.

Written Application Requirements

- Include all required files: (1) Cover sheet (2) Written response to application questions; the Microsoft Excel budget table is optional
- Three-page maximum, pages numbered, and size 11 font or larger; applicants can choose their own font type or write in single- or double-spaced format
- Submit in Microsoft Word or PDF file format
- Submit by 5:00pm on Monday, October 25
- Submit by email attachment to DEELFunding@seattle.gov

Video Application Requirements

- Include all required files: (1) Cover sheet (2) Video response to application questions; the Microsoft Excel budget table is optional
- Video must be 90 seconds-to-5 minutes in duration
- Submit video in MP3 file format and high definition (1280x720, 1920x1080, or higher) — video recorded on a cellphone will automatically meet these requirements
- Submit by 5:00pm on Monday, October 25
- Submit by email:
 - Attachment <10MB to DEELFunding@seattle.gov
 - Attachments >10MB submit via <https://wettransfer.com/>

What should I cover in my written application or video application?

Please be sure to address these six things in your application:

1. **Youth:** Introduce yourself and your youth leaders to us! Who are you and how will your project be youth-led?
2. **Project:** Describe your project! What is the project, program, event, or service you are planning? What is the social justice topic you intend to address? Tell us how you came up with the idea, why you believe it's needed in your community, the people you plan to invite to participate, as well as when and where the project will occur. Reminder: projects must promote social justice issues related to race, ethnicity, gender, and sexual orientation.
3. **Partners:** Describe any organizations or other youth groups you will partner with to make this project happen. What will each partner offer or do to make the project a success? If there are any adults helping to make your project happen, please talk about that.
4. **Impact:** What is the impact you hope to make through your project? Please name three ways you will know if your project is a success.
5. **COVID-19:** How will your project be COVID-safe?
6. **Budget:** How much money are you requesting for the project? Please complete the optional Microsoft Excel budget table if you're able.

Will DEEL help youth with their applications?

Of course! We can't wait to read and watch your applications, and we're here to support you through the application process. We will be posting information, including a pre-recorded webinar, to walk you through the application process on our website: www.tinyurl.com/SeaSJYouthGrant

We are hosting two live webinars where we can answer your questions about the application. These will be held on Tuesday, October 5 from 4:00-5:30pm and Friday, October 8 from 4:00-5:30pm.

You can also email, call, or text us anytime with questions about this grant. For e-mail, please contact DEELFunding@seattle.gov and put "Youth Mini-Grant" in the subject line. For phone calls or text, please contact 206-573-2251 and a member of our team will get back to you. We will be recording all webinars and tracking all questions we receive and posting this information and answers on the website. We will also post updates on our Facebook and Twitter pages -- @SeattleDEEL.

Is there anything else I should know?

DEEL reserves all rights not expressly stated in this grant, meaning DEEL can do the following:

- Reject any written application that is late or incomplete, as well as exclude any pages that exceed the stated page limits
- Reject video applications that do not meet the duration and submission requirements
- Exclude files from an application if the file is corrupt or will not open; in this instance, DEEL staff may contact the applicant(s) and invite them to submit a working file
- Exclude applications without further review of the materials; If an application is not reviewed, the applicant will be notified
- Award partial funding and negotiate with applicants regarding the amount of funding requested
- Choose not to provide funding if the applicant and fiscal sponsor cannot come to agreement or do not complete required documentation

If an applicant is selected for funding, the applying organization should be prepared to collect youth media release forms, collaborate with DEEL to create social media content, photos, and videos, lead a social media take-over of DEEL social accounts, or write guest blog posts about the social justice project.

Grant recipients will be expected to follow all Washington state mandates and Public Health Seattle-King County recommendations to reduce transmission of the COVID-19 virus during planning and implementation of their projects.



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APPLICATION COVER SHEET – For Individuals

Applicant Information

1. Name of Applicant (first and last name): _____
2. Mailing Address (street, city, zip code): _____

3. Email Address: _____
4. Phone (cell phone preferred): _____
5. Social Media Platforms used (select all that apply; list handles or profile names in space provided): Facebook Instagram Twitter Snapchat TikTok List handles here: _____

6. Age range (select one): 12-13 14-17 18-24
7. School or College you attend (if applicable, not required): _____

Summary of Mini-Grant Project or Proposal

8. Name of Project or Proposal: _____
9. Project or Proposal Description (select all that apply): One-time
 Multi-session In-person Virtual
10. Social Justice Focus (select all that apply): Race/Ethnicity Gender
Sexual Orientation Other (please describe): _____

11. Number of other youth who will help lead this project: _____
12. Goal number of people your project will serve: _____
13. Age range of people who will be served by your project (select all that apply):
 5-11 12-13 14-17

18-24 25-39 40-64 65+

14. Which Council Districts do you hope your project participants will come from?

(Reference the [City of Seattle Council District Map](#); select all that apply): Council

District (CD) 1 CD 2 CD 3 CD 4 CD 5 CD 6 CD 7

15. Budget requested (min \$500, max \$8,000): _____

Fiscal Sponsor Information

16. Do you have a fiscal sponsor? Yes No Unsure

17. Name of fiscal sponsor: _____

18. Mailing Address (street, city, zip code): _____

19. Email Address: _____

20. Phone: _____

21. Has the fiscal sponsor previously been awarded DEEL funding? Yes

No Unsure



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APPLICATION COVER SHEET – For Student Groups and Organizations

Applicant Information

1. Name of Student Group or Organization: _____
2. Point of Contact (first and last name): _____
3. Group or Organization Mailing Address (street, city, zip code): _____

4. Group or Organization Website URL: _____
5. Social Media Platforms used (select all that apply; list handles or profile names in space provided): Facebook Instagram Twitter Snapchat TikTok List handles here: _____

6. Point of Contact Email Address: _____
7. Point of Contact Phone (cell phone preferred): _____
8. Number of Youth Leaders Leading the Project: _____
9. Age range of youth leaders (select one that best describes your group): 11-13
14-17 18+
10. School(s)/College(s) affiliated with group (if applicable, not required): _____

11. Group/Organization Type (select one that best describes your group):
 Group of Friends Student Group or School Club Community-Based
Organization Other: _____

Summary of Mini-Grant Project or Proposal

12. Name of Project or Proposal: _____
13. Project or Proposal Description (select all that apply): One-time

Multi-session In-person Virtual

14. Social Justice Focus (select all that apply): Race/Ethnicity Gender

Sexual Orientation Other (please describe): _____

15. Number of other youth who will held lead this project: _____

16. Goal number of people your project will serve: _____

17. Age range of people who will be served by your project (select all that apply):

5-12

11-13

14-17

18-25

26-39

40-64

65+

18. Which Council Districts do you hope your project participants will come from?

(Reference the [City of Seattle Council District Map](#); select all that apply): Council

District (CD) 1 CD 2 CD 3 CD 4 CD 5 CD 6 CD 7

19. Budget requested (min \$500, max \$8,000): _____

Fiscal Sponsor Information

1. Do you have a fiscal sponsor? Yes No Unsure

2. Name of fiscal sponsor: _____

3. Mailing Address (street, city, zip code): _____

4. Email Address: _____

5. Phone: _____

6. Has the fiscal sponsor previously been awarded DEEL funding? Yes

No Unsure