



PUNXSUTAWNEY AREA COMMUNITY FOUNDATION INC.

BONUS GRANT REQUEST FOR PROPOSAL 2024

PURPOSE OF GRANT: The Punxsutawney Area Community Foundation announces a request for proposal to host an activity for tweens (ages 11-14) to take place between June 5 and August 18, 2024.

- The purpose of the activity shall be to provide an opportunity for young learners to engage in a group activity or project where they interact with a mentor, their peers, and which connects with or enhances the community.

- The activity must take place in the geographic area served by the Punxsutawney Area School District.

- The activity shall engage the participants in some aspect of the Arts, Humanities, or Science. **GRANT**

ELIGIBILITY: Organizations eligible to apply for a 2024 Bonus Grant are 501(c)3 non-profits and public entities. Funds provided by the Bonus Grant must be used to directly support the participation of young learners in the activity or project. Funds may not be used to offset ongoing administrative costs or staff salaries. **TIMELINE FOR GRANT:**

- Grant applications must be mailed to PXYCF, PO Box 663, Punxsutawney, PA 15767 in time to be received not later than 5:00 pm, April 15, 2024.

- Two Bonus Grants of up to \$500 will be awarded by May 15, 2024.

- Activity proposed in the application must be conducted between June 5 and August 18, 2024.

- Provide a progress report to the Foundation during the conduct of the project in the form of a presentation or demonstration.

- Final report, which includes documentation of participant registration, evaluations, achievements and expenses incurred in support of the project, is due not later than September 30, 2024.

APPLICATION/PROGRAM REQUIREMENTS:

- An organization applying for a 2024 Bonus grant must present official documentation of their status as a non-profit or public entity. (IRS Letter or State designation/charter)

- Involvement of a minimum of eight (8) tweens (youth's ages 11-14) in the activity/program.

- Engagement of participants for 20 hours. (Examples: 4 hours per day for one week =20 hours; 4 hours on Tuesday mornings for 5 weeks = 20 hours; 2 hours on Tuesday and Thursday for five weeks = 20 hours, etc.)

- An evaluation of the program by participants in which they answer the following questions is required to be submitted with the project final report.

- o Did you enjoy this program/activity?

- o What is one thing you learned during the program/activity?

- o Would you attend another program/activity of this kind?

- A one page final report, with pictures, of the project is required not later than September 30, 2024. (Note: Organization applying for the Bonus grant will be responsible for securing all required parental waivers, including those for use of photographs.)

- Grant funding may not be used to offset existing or ongoing organizational administrative expenses.

- Proposals which include the following will be given additional consideration:

- o Donations of materials or funds from other sources. A signed letter of commitment to provide additional funds must be attached to the grant application.

- o Matching funds from the organization, other organizations, or benefactors as shown in the proposed budget for the activity.

- o Engagement of high-school or college students in the activity to supplement adult staff and volunteers.



PXYCF 2024 BONUS GRANT APPLICATION FORM

P.O. Box 663
Punxsutawney, PA 15767
814-938-2493

Attachments:

- IRS Determination Letter
- Additional Fund Commi Letter
- Work Plan/Schedule
- Additional pages includ

Organization:	Date of Application
Address:	EIN
City, State, Zip Code:	Telephone
Contact Person:	E-Mail

Description of the Activity: (100-150 Words)

Description of the Performance/Display: (100-150 Words)

How will participants be recruited, supervised and managed: (100 -150 words)

Estimated Use of PXYCF Grant Funds		Estimated Use of Additional Funds	
ITEM	AMOUNT	ITEM	AMOUNT
TOTAL		TOTAL	

<p>_____ Signature of Requestor</p> <p>_____ Printed Name and Title of Requestor</p>	For PXYCF Use Only	
	<input type="radio"/> AWARDED	<input type="radio"/> NOT AWARDED