

# **IAM Strong Foundation**

## **Grant Application Guidelines**

### **Mission Statement**

The IAM Strong Foundation's mission is to shatter the stigma associated with teen mental health issues, emphasizing the need to treat mental health issues no differently than physical health issues.

We invest in inspiring and meaningful educational programming for teens, parents and other family members, and school based staff and community service staff from Westwood and surrounding communities. We will consider all grants submitted by non-profit organizations with a vision that aligns with our values and mission.

We raise funds and return those funds to the community in the form of programming directed at teens and their families, educational materials that support our efforts, and through the funding of grants which support programming that aligns with our mission.

### **Who May Apply**

IAM Strong invites grant applications from individuals or organizations for projects that align with IAM Strong's mission statement. Grant funding is available for school grants, community grants and professional development grants.

Non-profit organizations and those who are employed by a school or town/community organization are eligible to apply for a grant. Applicants under 21 years of age must have a co-sponsor who is over the age of 21 and is affiliated with a town/community organization or school.

### **Non-discrimination Policy**

The IAM Strong Foundation supports equal opportunity for all and will not discriminate, or fund organizations that discriminate, on the basis of race, color, religion, age, sex, national origin, physical or mental disability, medical condition, veteran status, sexual orientation, gender expression, or any basis prohibited by applicable law. It is not the intent of this policy to deny support for programs that serve specifically defined populations.

### **Board Review of Submitted Grants**

The entire Board of Directors of the Foundation reviews all applications received by the grant deadline. If questions of a substantial or factual nature arise once an application has been submitted and accepted, the applicant(s) may be contacted by a

representative of the Foundation for additional information. The Board of Directors is solely responsible for making final decisions with regard to the approval or denial of funding for any and all grant applications submitted. Through the approval process, a grant may be partially funded, fully funded or denied funding. All decisions are final. In its deliberations, the Board will carefully consider all criteria and guidelines listed in this document.

## **Grants**

- Identical criteria are used in reviewing funding requests for all types and sizes of grants. Prior to submitting your grant application, please review the Foundation's Grants Rubric found below.
- The Foundation will consider applications for funding requests up to \$2,000 for the FALL deadline.
- There is no set minimum or maximum amount for funding requests for the SPRING deadline, if your grant request is for more than \$7,500 or requires more than one year to complete, please submit a brief concept paper for review prior to March 1st to [info@iamstrongfoundation.org](mailto:info@iamstrongfoundation.org).
- Please submit your completed grant application including cover page, details section, budget section, and commitment letter to [grants@iamstrongfoundation.org](mailto:grants@iamstrongfoundation.org).
- **IMPORTANT:** All Applications must be fully executed with required signatures and received by deadline or they will NOT be considered.

## **General Guidelines**

The Foundation has created the rubric below to assist grant applicants in determining what to include and focus on when completing the application.

Please note the Foundation will NOT fund the following:

- Salaries
- Refreshments
- Routine supplies and operating costs (e.g., textbooks, utilities, building maintenance)
- Reimbursement for projects or events that have been completed
- Regular curriculum development normally funded by the school budget
- Transportation is typically not funded, but is reviewed and considered depending on the degree of necessity to the implementation of the grant.

## Grant Rubric

| Criteria  | Exemplary   | Superior  | Adequate  | Inadequate                                     |
|---|---|---|---|--|
| Keeping in mind our mission to shatter the stigma around teen mental health issues, does this project help fulfill our mission? | Clearly states link to our mission, especially for inspiring and meaningful programs. | Loosely meets our mission.  | Does not directly relate to our mission.                          | No connection to our mission.                  |
| Inspiring & Meaningful  | Project can help to change the way mental health issues are viewed.                   | Project can potentially have far reaching results.                                      | Project is interesting but not new.                               | Project is not inspiring or meaningful.        |
| Creates a dialog  | Clear plan for programming to encourage open dialog among teens and adults.           | Potential for creating opportunities that encourage open dialog among teens and adults. | No clear plan to link programming to communication opportunities. | No potential for creating a meaningful dialog. |
| Budget  | Fully linked to project plan.   | Some items are unclear  | No clear linkage to project                                       | Incomplete                                     |

## Notification and Funding Process

- Each grant applicant will be notified in writing of the Board's funding decision in a timely manner.
- Each grant recipient will receive funding as per voting decision, i.e., full or partial funding.
- Each grant recipient will be assigned a grant monitor from the Board to assure the funds provided are utilized as outlined in accordance with the commitment letter signed by the applicant(s) during the application process.
- Each grant recipient is required to complete a brief evaluation form indicating outcomes, feedback to the Foundation and suggestions for improvement in our grant process.