2023-2024 UServeUtah CE Mini-Grant

Q1   
**UServeUtah Community Engagement MINI-Grant**     
**Purpose:** The purpose of the Mini-Grant program provides **funding up to $500** to mobilize more Utahns to volunteer and/or celebrate the impact of volunteers.   
    
Visit [https://userve.utah.gov/community-engagement-mini-grant/](https://userve.utah.gov/cegrant/) to access detailed information about the Community Engagement grant and assessment criteria.    
    
You will be able to save your work and return to this application before submission. To do so, please ensure that you use the same browser each time you return to the application. You can also find a downloadable word document if you wish to enter your answers in a rough draft or share with others in your organization. Please transfer all final answers to the official application. Your completed application must be submitted by May 1st at 5 pm MST.   
    
    
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 **Contact:**  
 For questions regarding the grant and the application process, please contact Judy Hut at [jhut@utah.gov](mailto:jhut@utah.gov) To view all three grant options, visit <https://userve.utah.gov/grants/>

Q2 **Section 1. General Information**

Q3 Organization Name:

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Q6 Organization Mailing Address (Street, City, State, Zipcode):

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Q7 Primary Contact Name:

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Q8 Primary Contact Email Address:

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Q9 Primary Contact Phone Number:

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Q11 Organization Mission:

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Q10 Organization Website:

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Q11 Organization Instagram:

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Q12 Organization Facebook:

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Q13 Please upload your current organization logo.

Q42 Select the project period for your proposed initiative.

* 9/11 Day of Service (September 1 - September 30, 2023) (1)
* MLK Day of Service (January 1 - January 31, 2024) (2)
* National Volunteer Month (April 1 - April 30, 2024) (3)

Q15 Initiative Title

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Q17 1. Project Summary: Please provide a detailed summary of the initiative.

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Q18 2. Impact: Describe how the proposed initiative will increase, promote and/or celebrate volunteerism.

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Q43 Describe how the project can cause a change in attitude, behavior, condition or skill for the volunteers and/or participants engaged.

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Q25   
3. Output:   
**Output Target:** How many volunteers and/or participants will engage in the initiative?

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Q27 **Output Data Collection Plan:** Please explain what tracking mechanism you will use. Examples include: electronic sign-in sheet, paper sign-in sheet, data analytics, etc.

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Q37 **Budget Proposal:**  
 Please outline the full cost of the project and show which expenses will be covered by this grant or other sources in the budget. **The match requirement has been waived for this grant**. In each category, please provide a brief explanation.

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|  | **EXPENSE EXPLANATION** (1) | **GRANT**(in dollars) (2) | **OTHER FUNDING** (in dollars) (4) |
| **Advertising** (Funds spent to promote the program or event) (2) |  |  |  |
| **Facility** (Cost of location to carry out the program event) (3) |  |  |  |
| **Printing** (Printed materials for program or event) (4) |  |  |  |
| **Supplies** (Items purchased to carry out the activities of the grant) (5) |  |  |  |
| **Food** (Funds for snacks and meals for program participants) (7) |  |  |  |
| **Total:** (sum of both Grant and Match columns) (10) |  |  |  |

Q44 Applicants who receive grant awards will be responsible for:   
  
 Engaging at least 10 volunteers within the grant period Having a focus on the proposed day of service/recognition period Submitting end of project report: no later than 45 days after the end of your initiative and no later than June 15, 2024 Number of volunteers (as accurate as possible) Number of volunteer hours (as accurate as possible)How did the project cause a change in attitude, behavior, condition or skills for the volunteers and/or participants engaged. How did the project benefit the community Share other funding sources supporting the project Images and impact story Including UServeUtah logo on all program materials and publicity. Tagging @userveutah in social media posts.   
  
  
We agree to the above requirements.

▼ Yes (4) ... No (5)