



## Application Instructions 9/11 Day of Service Project Grants - 2017

### Call for Applications

The Utah Commission on Service & Volunteerism (UCSV) will be accepting applications for 9/11 Day of Service project grants from Utah nonprofit organizations on Monday, July 3. The purpose of this grant is to increase the number of people who serve in meaningful roles as volunteers dedicated to addressing important needs in communities across Utah.

These monies will assist nonprofit organizations participating in national days of service projects with the following costs:

- 1) Building awareness about volunteer opportunities that exist in all regions of Utah
- 2) Developing a large scale service project as a way to recruit and retain volunteers for more long term projects

Grants up to \$1,000 will be awarded to Utah non-profit organizations to assist in creating projects that occur between **September 8-16, 2017**, celebrating the 9/11 Day of Service. **A minimum of 100 volunteers must be recruited and used in the 9/11 Day of Service projects.**

The non-profit organizations will be responsible for:

- Obtaining a 100% match. The match can be cash or in-kind, or a combination of both.
- Submitting application by end of day **August 3, 2017**.
- Recruiting at least 100 volunteers and tracking hours of all volunteers, but broken down by current or previous volunteers and volunteers new to this project. The 100 number is cumulative and can be added over a number of days if the project is more than one day. Volunteers cannot be counted twice if they return for several days on a single project.
- Covering all costs incurred by projects until reimbursement from the UCSV is received. This is a reimbursable grant.
- Tracking all expenses and submitting a detailed invoice to the UCSV for reimbursement, which will include details on the 100% match requirement.
- Submission of final report. Report will be sent with notification of funding if your project is selected.
- Acknowledging UServeUtah's participation in your event by use of logo, signage, etc.

***Failure to meet all of the above requirements could result in the organization not receiving the grant money.***

### **Eligible Activities**

Any volunteer service activity taking place on or around 9/11 that benefits a community and raises awareness of volunteer opportunities in a respective area.

\*\* In an effort to attain geographic diversity throughout the state, the Commission reserves the option of selecting an applicant for funding based on their geographic location.

### **Funding restrictions**

Grants may not be used for fundraising or cash prizes. Political or religious proselytizing activities are also prohibited.

### **Application Deadlines**

- A. Applications are due **August 3, 2017**. Please complete the application and email to mbuehler@utah.gov.
- B. Grant recipients will be announced by **August 18, 2017**.
- C. Service Projects must be completed between **September 8-16, 2017**.
- D. Final grant reports are due by **October 3, 2017**.

**\*Please note that this is a reimbursable grant. All deadlines and requirements must be met to receive grant reimbursements.**