

#OYACgivesback

APPLICATION CHECKLIST & COVERSHEET

Youth-to-Youth Mini-Grant for Improving Relations between Law Enforcement, the Community and Youth in Oakland

Project Name:	
Youth Co-Lead Name:	Age:
Phone:	Email:
Adult Ally:	
Phone:	Email:
Supporting organization (with 501(c)3 status):	

The following items should be included in a complete application package. Incomplete applications will not be considered for funding.

- Cover Sheet**
- General Information Sheet**
- Project Summary (narrative OR video)**
- Project Steps & Timeline**
- Current Resources & Budget**
- Submit & Connect**

Important Dates

Information Session	April 25th, 4-5PM
Application Deadline	May 19th, 5PM



**#OYACgivesback Youth-to-Youth Mini-Grant Application:
Improving Relations between Law Enforcement, the Community and Youth in Oakland**

Calling all Oakland youth! Do you have ideas on ways to build and improve relationships between your peers and law enforcement officers in your community and schools? Here's your chance to bring those ideas to life and make a BIG impact in your community!

WHO: Young people between the ages of 13-21 in partnership with at least one adult ally.

THE OPPORTUNITY: Apply for **up to \$7,500** to fund your project idea that seeks to improve relations between law enforcement, community and youth in Oakland. Check out the project idea section below for some examples.

TIMELINE: Applications are **due by May 19, 2017**, and grantee selection will take place in mid-June. Grants will be issued in July/early August 2017. Project planning and implementation should take place between Summer 2017 and Summer 2018.

HOW: Continue reading and follow the steps to apply below!

Background

In 2015, responding to growing tensions between communities of color and law enforcement across the country, the Oakland Youth Advisory Commission (OYAC) brought together over 75 young people to discuss ideas and solutions for better community and law enforcement relations in Oakland. The results were outlined in OYAC's report entitled *Youth Perspective: Reforms, Solutions, and Recommendations for Accountable and Effective Policing in Oakland to Improve Relations between Law Enforcement, the Community and Youth*.

Recently, the City of Oakland Human Services Department (HSD) launched Oakland ReCAST, a new project focused on resiliency and equity for communities that have been impacted by high levels of violence, trauma and civil unrest. Oakland ReCAST builds on several HSD programs to increase the use of trauma-informed practices in the systems designed to help these communities. One of the goals of this project includes supporting community work to address tensions in law enforcement-community relations and promote community healing.

#OYACgivesback enables Youth Commissioners to support creative and dynamic projects developed by their peers that promote better relationships with Oakland law enforcement agencies and ultimately contributes to healing and increasing resiliency in Oakland communities.

The Project Idea should fall under one or more of the following categories:

Project Category	Why	Examples of youth-led project ideas
1. Education and Awareness	Educate youth and other citizens on how to safely navigate encounters with law enforcement	"Know your rights" workshops, education campaign, informational/educational video, juvenile justice jeopardy, etc.
2. Community and Relationship Building	Build positive relationships between law enforcement, community and youth through engagement activities	Community forum, town hall meeting, series of social event, conference, etc.
3. Resiliency and Healing	Increase community healing around youth/community-law enforcement tensions	Community art projects (visual and performance), restorative and healing circles, etc.

Minimum Qualifications

- Project must be created and led by youth ages 13-21 in partnership with an adult ally
- Project team must partner with a community based organization having 501-c3 tax status
- Project teams must be willing to engage with law enforcement to promote success of goals
- Project must serve City of Oakland residents

HOW TO APPLY

Complete the forms attached that will capture information in the following categories.

General Information

Assemble a group of youth ages 13-21, and designate at least two co-leads, to develop a youth-led project with a goal to improve relations between law enforcement, community and youth in Oakland; partner with at least one adult mentor, after school/summer program staff or teacher to act as an adult ally; and, partner with a supporting community based organization having 501-c3 tax status.

Project Summary

Provide an overall description of your project using the prompting questions as a guide.

Project Steps & Timeline

Break your project idea down into steps that show the order of activities. This will help us see the bigger picture and help you organize and plan your project!

Current Resources & Budget

Let us know how you will spend the funds requested by creating a budget.

Submission

Email, mail or deliver your completed application by **5:00pm, May 19, 2017**

Connect

Like @oakyac on [Facebook](#) for ALL #OYACgivesback updates. Follow @oakyac on [IG](#) too!

Timeline Snapshot

Application Release	Week of April 10th
Information Session This is your opportunity to get your questions answered about the #OYACgivesback application process. If you are considering applying, we encourage your team to attend. Location: 1000 Broadway, Suite 150, West Oakland Conference Room #102	April 25th, 4-5PM
Application Deadline	May 19th
Grantees Selected	Mid-June
Funds Issued	July/early-August
Mid-Year In-person Progress Report	Early 2018
Final Project Report/Evaluation	September 2018

GENERAL INFORMATION

Assemble a group of youth ages 13-21, and designate at least two co-leads, to develop a youth-led project with a goal to improve relations between law enforcement, community and youth in Oakland; partner with at least one adult mentor, after school/summer program staff or teacher to act as an adult ally; and, partner with a supporting community based organization having 501-c3 tax status.

Project Name	
Name of Youth Group	
Grant Request (up to \$7,500)	

Fiscal Sponsoring School or Org	
Fiscal Sponsor's Address	

Adult Ally: Name, Org & Position <i>This person will be contacted regarding award decisions and should therefore be accessible.</i>	
Address	
Email and Phone	
Role: how will this person support the team/project?	

Alternate Adult Ally: Name, Org & Position	
Address	
Email and Phone	
Role: how will this person support the team/project?	

Youth Team Co-Lead	
Age	
Address	
Email and Phone	

Youth Team Co-Lead	
Age	
Address	
Email and Phone	

Other Team Members

Name	Age	Role on the team

PROJECT SUMMARY

In the space below please write an overall project summary (not to exceed 750 words) **OR** create a 5-10 minute video. Video option is for the project summary portion of the application only. Projects that identify potential collaborative partnerships are encouraged. A well-developed project summary will touch on the following guiding questions:

Create a <u>S.M.A.R.T.</u> goal for your project and explain how you will accomplish this goal?
How will your project address the issue? What type of project is it; service, event, campaign, etc.? What makes your project unique, if anything?
Why did you choose this project and why is it important to your team?
Are other local groups addressing this issue in a similar way? Do you have connections with other groups working on this issue? Will you collaborate with them?
Does your team have current connections or partnerships with local law enforcement? Will those connections help with meeting your project goal?*
How will you measure the success of your project? How will you monitor and track the outcomes of your project? How many folks do you estimate you will impact? Who is your target population?
Where will your project be carried out (neighborhood based, citywide, etc.)?
What is the timeline for your project (must provide a progress report in early 2018 and report of achievement by September 2018)?
<i>If you require more space, attach an additional page.</i>

*HSD staff will connect grantees to a local law enforcement point person upon selection, if needed.

PROJECT STEPS & TIMELINE

Break your project idea down into steps that show the order of activities. This will help us see the bigger picture and help you organize and plan your project.

EXAMPLE		
Task or Activity	Where	When
<i>First meeting to discuss goals, roles of group members and a weekly standing meeting time.</i>	<i>Community Center</i>	<i>February 1</i>

Task or Activity	Where	When

Task or Activity	Where	When

Task or Activity	Where	When

Task or Activity	Where	When

Task or Activity	Where	When

Project Launch	Where	When

CURRENT RESOURCES

Before you create your budget with details about what you will use the requested funding for, we'd like your team to reflect collectively on what resources you already have access to that can assist with planning and completing your project! Think about resources that you will need for your project like space for an event, meeting equipment and/or supplies, volunteers, guest speakers, meeting facilitators, snacks/food, etc. Use the space below to list all of the champions, relationships and partnerships you have that can donate or connect you to needed resources for your project.

BUDGET

The budget lets us know the specifics of what you will spend the money on for your project and how much each item will cost.

#OYACgivesback cannot fund Adult staff wages. However, we will fund up to 12% of requested grant amount for administrative overhead costs of the supporting organization. We completely understand the need for administrative overhead funding in some cases. At the same time, we'd prefer to see those funds go toward youth participant stipends/incentives!

Grant amount requested: \$ _____ (not to exceed \$7,500)

Item and explanation (materials, supplies, youth stipends, facilities, food, overhead, other)	How Item Breaks Down	Total Item Cost
<i>Example</i> Materials: Flyers and postcards for series of three social events for community building	\$.25 x 300 flyers \$.75 x 100 postcards	\$150.00
	<i>GRAND TOTAL</i> <i>(Must = amount requested)</i>	

SUBMISSION

1. Use the **cover page checklist** to make sure you've completed all sections of the application!
2. **Save your application in PDF form and title** your email and completed PDF application as follows:
Name of supporting agency - #OYACgivesback Application
3. If you are submitting a **video** by;
Email - please upload to google drive and email the link with your application
Mail or Delivery - include your video on a flash drive with your application package
4. **Submit** your completed application by **5pm, May 19th**
Email:youthcommission@oaklandnet.com **cc:** OYACgivesback@gmail.com
Mail or Delivery: Oakland Human Services Department
Attn: Oakland Youth Advisory Commission
150 Frank H. Ogawa Plaza, 4th Floor, Oakland, CA 94612
5. **Stay tuned** to OYAC's [Facebook](#) page for all #OYACgivesback updates!
6. Any remaining questions after the Information Session on April 25th can be emailed to youthcommission@oaklandnet.com

*Big thanks to the **Youth Leadership Institute** for their support in developing this application!*

