

Program and Proposal Development Information
(Based on 4-H YDP Mission and Direction Criteria)

Staff person(s) responsible for decision-making concerning the program/project/activity for which funds are to be raised (primary source of information for proposals):

“Key words” associated with this program/project: _____

I. Summary of Program/Project/Activity

If program already exists, please attach description. If the description does not address how the program is experiential, please describe below.

If the program is new, please provide a brief overview below.

What are the specific goals of this program/project/activity?

What is the focus? (Circle all that apply.)

Citizenship Leadership Life Skills Volunteer/Staff Development

If Life Skills, please indicate which ones: _____

Delivery Mode: _____

Duration of Program/Project/Activity, time of year and date by which money is needed:

What risks are associated with this project, and how will those risks be managed and monitored?

II. "Making a Significant Difference"

What are the significant environmental, economic and/or social issues that need to be addressed?
(See Criterion 1)

How does the program address the issue?

III. "Making a Unique Difference"

Do you know of other programs meeting the same need as this program? (Please check one.)

- A. I have looked for, but have not found another program that meets the same need.
- B. I have not looked for other programs meeting this need.
- C. The following program(s) addresses the same need:

If "C," what is unique or innovative about this program compared to the programs listed above?

IV. "Making a Measurable Difference"

Primary Audience (Describe): _____

No. of Participants: _____ Age Range: _____

- Single County Multiple Counties Statewide

Secondary Audience (Describe): _____

How will the program be inclusive and accessible to diverse audiences?

V. Connections to Research

What research are you using to support the development of this program? (If you have them available, please attach materials to share with the foundation. If not, please list publication details, including name, author and year published.) _____

How will this program contribute to research or the extension of knowledge in youth development (ie, “advancing the field”)? _____

How will program outcomes be evaluated? _____

What campus-based faculty, programs or other resources will you draw from or collaborate with?

VI. Budget

Complete the form below or attach a budget indicating which line items are not yet funded:

Budget Items	Expenses Already Funded	Expenses Needing Funding
Total:		

VI. Additional Information for Fundraising Purposes

Where could a donor's logo be displayed? _____

What opportunities exist to thank a donor? _____

For fundraising purposes, please provide:

- Brochures, fliers, etc. that are readily available
- Stories/testimonials
- Any other materials that will help "bring the proposal to life" (photographs, curriculum samples, letters, newspaper articles)