



# Wyoming Youth for Natural Resources



## **Application Instructions:**

Wyoming Youth for Natural Resources (WYNR) is a grant program designed to encourage Wyoming youth to develop imaginative wildlife and natural resources conservation projects that incorporate education, technology, volunteering and service to others. The program is a collaborative effort of the Wyoming Community Foundation and Wyoming Agriculture in the Classroom. Grant funds are generated from an endowment created in 1999 by former Governor Jim Geringer. He established the endowment fund through the donation of proceeds from the sale of the Governor's complimentary hunting licenses as they are defined by Wyoming State Statute 23-1-705(a).

### **Eligible Organizations**

Grants may be made to public schools, youth organizations or other nonprofit organizations exempt from federal taxation under Section 501(c)(3) of the Internal Revenue Code and, on occasion, to public/governmental agencies. Grants are not made to individuals. **Applications from organizations that failed to submit final reports from any prior grants will not be considered.**

### **Application Deadline**

- Proposals are reviewed annually.
- Applications must be submitted by **January 1<sup>st</sup>**.  
***Final Reports must be received on a prior grant, before new applications will be considered.***

### **Criterion**

The program is designed to encourage Wyoming youth to learn about Wyoming's natural resources, science and technology and their application to the wellbeing of Wyoming's citizens. Proposals must address at least one of the following elements:

- wildlife or natural resource conservation issue (for example, habitat and open space enhancement and protection, or the relationship of industrial development to habitat, or non-consumptive wildlife management);
- serve as a catalyst to initiate conservation and/or best practices in the areas of wildlife and natural resources;
- encourage the involvement of young people in volunteer activities centered on natural resources and agriculture;
- apply new technologies (for example, geographic information systems or remote sensing to classroom learning:

- consider sustainability of the proposed project once grant funding has ended.

In addition to evaluating each proposal against the above elements, the WYNR Advisory Committee asks the following questions about each grant request:

- Is the proposed project youth centered?
- Do youth have active participation in the project?
- Does the proposal emphasize the project rather than simply requesting funds for equipment?
- Does the proposed project have measurable outcomes and objectives?
- Does the proposed project collaborate with other agencies, organizations or businesses?
- Does the proposed project have other funding sources?

Awards range in from **\$500.00** to **\$5,000.00**. Grants of greater or lesser amounts will be considered.

### **Application Forms**

As outlined in the Application Format section, there are required forms that must accompany your application. If you received a hardcopy of these instructions, the forms should be in this packet. If you are downloading the information from the Wyoming Agriculture in the Classroom website ([www.wyomingagclassroom.org](http://www.wyomingagclassroom.org)), you will find the link for these forms on the same webpage as these instructions.

### **Application Format**

#### **1. Application Cover Sheet**

*Complete WYNR Application Cover Sheet. Please note the following:*

- Public Schools: please note if you are applying through a public school. The applying organization is the school district. The application cover sheet should be completed with information specific to the school district and signed by an individual authorized to sign on behalf of the school district. All correspondence will be mailed to the school district.
- Youth Organizations: if you are applying on behalf of an unincorporated youth organization, you must have a fiscal sponsor that has a 501(c)(3) or is otherwise tax exempt. The cover page should be completed with information specific to the fiscal sponsor, as they are the applying agency. All correspondence will be mailed to the fiscal sponsor.
- City or government agencies: municipalities and government agencies may apply for funds. Please note that the cover sheet must be signed by an individual that is authorized to sign on behalf of the city (Mayor) or agency director.

#### **2. Application Narrative**

*Use the following outline and do not omit any headers.*

##### **Purpose of the Grant**

1. The problem or opportunity addressed and how that focus was determined
2. Specific activities for which you seek monies, including:
3. What you plan to do?
4. Who will carry out those activities?
5. When you plan to carry out those activities?
6. How does your proposal meet the Wyoming Youth for Natural Resources criteria?
7. Please list other cooperating partner/s participating in the activity, if any and

explain their roles.

### **Evaluation**

1. What are the expected results during and after the funding period?
2. How will success be defined and measured?
3. Who will be involved in the evaluation process?

### **Continuation**

1. Is this a one-time or a continuing project?
2. If continuing, how will you support the project after this grant has been expended?

## **3. Financial Information**

- Expense and revenue budget for program/project (***use WYNR Project Budget form***).
- Agency budget for current fiscal year and for most recently complete fiscal year (government agencies or public entities-please disregard).

## **4. Attachments**

- Letters of support from any cooperating partners (as indicated in section 2. a. iv.) and others, if applicable. (At least three letters are recommended.)
- Copy of 501(c)(3) determination letter from the Internal Revenue Service (government agencies or public entities please disregard).
- Final report for previously funded grant, if applicable.  
(*Final reports for the previous year are due **December 1<sup>st</sup>** of the grant year.*)

## **Instructions for Submitting an Application**

Email the complete application, including all attachments, to the address below

***Applications will not be accepted by fax or mail.***

[jberry@wyomingagclassroom.org](mailto:jberry@wyomingagclassroom.org)

If you need clarification of these instructions or have other questions, please call Wyoming Agriculture In the Classroom at 307-421-4341 or email [jberry@wyomingagclassroom.org](mailto:jberry@wyomingagclassroom.org).

## **Review Process**

Wyoming Agriculture In the Classroom acknowledges all proposals received. After initial review to ensure proposals meet required criterion, they are forwarded to the Wyoming Youth for Natural Resource Grant Advisory Committee for review. The WYNR Advisory Committee reviews, evaluates and make recommendations on all proposals. The advisory committee may directly contact applicants to make clarifying inquiries or requesting more information. Notification to applicants will be released by March 1st.