

March 12, 2019

Dear Youth Program Provider:

This year the San Leandro Youth Advisory Commission (YAC) will provide grant money to support projects and programs serving or benefiting San Leandro youth. The Youth Mini Grant program provides funds to help organizations or programs that provide performing arts, multicultural awareness, and many other youth activities. YAC has raised money on their own through volunteering at special events and fundraising to preserve this important program. The total award for the 2018-2019 year will be \$1000.

Attached is a Mini Grant Application so that you may apply for this Grant. Please take the time to fill out the application and return it with your proposal to the Youth Advisory Commission attention Lydia Rodriguez via (1) Fax: 510-352-3049, (2) mail: 15301 Wicks Blvd San Leandro, CA 94577, or (3) drop it off in person to the Marina Community Center between the hours of 11:30 am and 7:00 pm, 15301 Wicks Blvd . All applications must be received no later than Monday, April 22, 2019.

Thank you for sharing the opportunity to assist the youth in San Leandro. If you should need any further clarification please contact Lydia Rodriguez at 510-577-3477 or at [lrodriguez@sanleandro.org](mailto:lrodriguez@sanleandro.org).

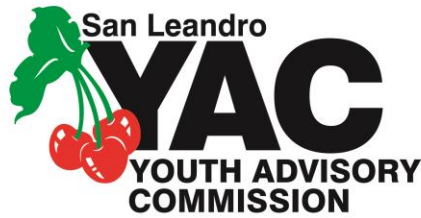
We hope that you have an activity that is eligible for this grant. We look forward to the opportunity to fund innovative projects and activities.

Sincerely,

Youth Advisory Committee

Enclosures: 2018-2019 Youth Mini Grant Request for Proposals  
2018-2019 Youth Mini-Grants Application

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**City Of San Leandro-Youth Advisory Commission**  
***2018-2019 Youth Mini Grant Request for Proposals***

General Information

**A. Qualifications**

1. Youth benefiting from or involved with the project must include San Leandro residents who are of middle or high school age.
2. Organization/Club must have an adult sponsor.
3. **A youth member or members along with the Adult Sponsor of the organization or club must be willing to do a presentation on the evening of May 21, 2019 at 6:15 PM. Presentations will be held at the Marina Community Center located at 15301 Wicks Blvd San Leandro Ca, 94579. Presentations may last no longer than five minutes.**

**B. Proposal**

The proposal must be no longer than two and a half pages and double-spaced and should include the following:

1. A brief description of your organization.
2. Describe the project and how it will benefit San Leandro youth.
3. Explain what proof will be given to the YAC that funds were used as proposed.

**C. Submission**

The proposal and proposal must be submitted by any of the following:

1. Fax: (510) 352-3049
2. Mail:  
Recreation and Human Service Department  
Youth Advisory Commission  
Attention: Lydia Rodriguez  
15301 Wicks Blvd  
San Leandro CA, 94577
3. Drop it off in person to our offices.

The proposal must be submitted by April 22, 2019 before 5:00 p.m. Early applications are encouraged.

**City Of San Leandro-Youth Advisory Commission**

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*2018-2019 Youth Mini-Grants Application*

Application Form

Name of Organization/Club: \_\_\_\_\_

Organization Address: \_\_\_\_\_

City/Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

Primary Contact Person (Name & Title): \_\_\_\_\_

Phone: \_\_\_\_\_

Adult Sponsor (Name & Title): \_\_\_\_\_

Phone: \_\_\_\_\_

Amount Requested: \_\_\_\_\_

Number of People in Organization: \_\_\_\_\_

Percent of San Leandro Youth Participants: \_\_\_\_\_

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I have reviewed the proposal and to the best of my knowledge the funds requested from the City of San Leandro will be used to provide the services described in this Request for Proposal.

**Adult Sponsor (Signature):** \_\_\_\_\_ **Date:** \_\_\_\_\_

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