



## Grant – Innovative Program

The Arizona Parks & Recreation Fellowship (APRF) and the Arizona Parks & Recreation Association (APRA) annually awards Innovative Program Grants to member agencies interested in developing new programs, activities or events not funded by their agency. Primarily the grants are intended to provide seed money for new initiatives. An existing program, activity or event could be considered for funding if it clearly demonstrates a significant change to its current structure. The proposed program, activity or event should promote the development and awareness of parks, recreation, natural resources, tourism or related field throughout Arizona.

Innovative Program Grant winners will be awarded up to \$2,500 and recognized through APRF/APRA print and e-media as well as the Annual Arizona Parks and Recreation Association Conference and Trade Show.

### Grants are evaluated on the following criteria:

- Applicant information
- Narrative
  - Statement of project purpose, goals and objectives as they relate to needs within the department or community
  - Participating and Partnering agencies
  - Description of activities and how the results will be shared
  - Statement of anticipated impact benefit and importance to the community
  - Agency's commitment to continuation of program, if successful
  - Proposed timeline
  - Plan for evaluation of outcomes
  - Additional material may be attached as appendices if applicable
- Budget
  - Anticipated costs
  - Matching funds
- Final Report: Completion
  - Summary of project objectives
  - Description of project activities and final timeline
  - Evaluation of outcomes and impact
  - Summary of expenses incurred

### General Guidelines:

- Agency must be a member of the Arizona Parks and Recreation Association.
- Include APRF/APRA logo on documents and marketing materials.

Applications will be accepted throughout the year. There is limited funding available. Once the funding threshold has been met, no additional grants will be awarded for that year.

**Applicant Information**

Name \_\_\_\_\_ Phone \_\_\_\_\_

Email Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Name of parks and recreation organization \_\_\_\_\_

Name of organization director \_\_\_\_\_

Director's email \_\_\_\_\_ Director's Phone \_\_\_\_\_

Is the organization an agency member of the Arizona Parks & Recreation Association?

Yes

No

Innovative Program Project Title \_\_\_\_\_

**Innovative Program Project Description (250 words or less)**

In 250 words or less, provide a brief description of your Innovative Program Project.

On a separate attachment, please provide the following information:

**Narrative**

- State the project purpose, goals and objectives as they relate to needs within your department and/or community.
- List any participating and/or partnering agencies.
- Describe the specific goals and how the results will be shared.
- Statement of anticipated impact benefit and importance to the community.
- Explain the organization’s commitment to the continuation of the project, if successful.
- What is the proposed timeline?
- What are the expected outcomes and how will they be evaluated?
- What is the expected completion date for this project?

**Budget**

- What is the anticipated budget for this project?
- How much in matching funds will your organization provide?
- Would you accept less than the requested grant amount?

**Final Report**

Upon completion of this project, the organization must submit a final report that includes the following information to the APRF/APRA Scholarship Committee at [scholarships@aprf.org](mailto:scholarships@aprf.org):

- Summary of the project objectives
- Description of the project activities and final timeline
- Evaluation of the project outcomes and impacts
- Summary of expenses incurred
- Final timeline

**Grant Submission Guidelines**

- Pages must be U.S. paper size 8.5” x 11” in portrait orientation
- Margins must be 0.5” on the top, bottom and sides
- Font must be Times New Roman and 12 point in size
- Grant documents must be submitted in pdf format
- Email all grant materials to: [scholarships@aprf.org](mailto:scholarships@aprf.org)

**Certification by applicant**

I certify that the information contained in this application is true and correct to the best of my knowledge. I understand that false statements of facts may subject me to disqualification.

By checking this box and typing my name below, I am electronically signing my application.

Print Name \_\_\_\_\_ Date \_\_\_\_\_