



Let's Go! Community Mini-Grant Program 2009-2010

*The purpose of Let's Go!'s Community Mini-Grant Program is to advance promising interventions as part of the Let's Go! community effort to promote physical activity and healthy eating with a **direct focus on policy and environmental changes.***

Important Information:

- **Applications must be submitted by communities within the Let's Go! service area: Cape Elizabeth, Cumberland, Falmouth, Freeport, Gorham, North Yarmouth, Portland, Scarborough, South Portland, Westbrook, Windham or Yarmouth. *Priority will be given to communities who have not been previously funded by Let's Go! and/or projects that are more innovative.***
- **Applications must be received by October 1, 2009 by 5:00 p.m.**
- **Announcements will be made by November 2, 2009.**
- **Funds must be spent by June 30, 2010. Any funds remaining after June 30, 2010, must be returned.**
- **Final Report must be submitted by July 15, 2010.**

Program Name:

Date:

Address of Program:

Contact Person:

E-mail:

Phone:

Amount requesting:

Criteria:

*Projects funded by Let's Go! must aim to increase physical activity and/or healthy eating in children and youth (0-18). **Application should not exceed 3 pages.***

- The project needs to include policy & environmental changes centered on healthy eating and/or physical activity and focused on youth (0-18) and families.
- The project must be innovative or should supplement or enhance existing community programs. *If your project is connected to another Let's Go! intervention or other mini grant funds (i.e. schools & child care), then projects must collaborate.*
- Provide clearly defined objectives and expected outcomes including the proposed policy and/or environmental changes.
- Provide a timeline of the project and how you plan to implement the objectives.
- Clearly explain your proposed project including target population and communities impacted.
- Include an evaluation plan that demonstrates the projects' outcomes. *Let's Go! staff can provide technical assistance for accepted applicants on evaluation strategies.*
- Complete the Budget and Budget Justification worksheet and attach the worksheet to the grant application. *(It is strongly recommended that you demonstrate matching funds and/or in-kind resources because we believe this provides a strong opportunity for long-term sustainability.)*

Application Submission Information:

Please submit completed applications to:

United Way of Greater Portland/Let's Go!

Attn: Karen Schebaum

400 Congress Street, 4th Floor

Portland, ME 04101

kschebaum@Unitedwaygp.org

For More Information:

Emily Walters

662-5685

waltee@mmc.org



Budget and Budget Justification

I. Please complete the following budget. (Include only those categories that are relevant to your project.)

Time period covered by the project: **November 1, 2009 – June 30, 2010**

	Let's Go!	In-Kind	Other	Total
Personnel				
Fringe Benefits				
Total Salaries and Fringe Benefits				
Equipment*				
Supplies*				
Program Materials*				
Printing and Copying				
Postage				
Consultants				
Other*				
Total Costs				
Indirect Costs (disallowed) ²				

² Indirect costs on subcontracts are disallowed

II. Attach budget justification detail.*