

Ann Bancroft Foundation



Mentor Instruction Sheet

Dare to Dream Micro Grants

Please read these directions carefully before submitting an Ann Bancroft Foundation Dare to Dream Micro Grant.

Eligibility:

- The girl applying must reside in Minnesota.
- The girl must be age 10 through grade 10.
- A girl may apply more than once, but if she has received a grant from the Ann Bancroft Foundation before, she is no longer eligible.
- A girl must have a mentor other than immediate family members
- Be sure that the activity is provided by an organization (not to an individual, school, or scout troop, etc.) because the check will be made to that organization.

A mentor must be involved in the application process, and should check for the following:

- Make sure the applicant information is complete, including zip code, phone numbers, name of school, date and cost of activity. Judges will review grants and make their decision by May 15, 2010. We will not grant money for activities that begin prior to May 15, 2010. (Please note: If the date of activity falls before our review period, we will immediately disqualify the application. In addition, we will not reimburse a parent for a registration fee paid prior to these dates for an activity.)
- Make sure the girl has completely and thoughtfully answers the questions in section 2 ON A SEPARATE SHEET OF PAPER. Questions answered directly on the application are not acceptable for either the applicant or mentor. The questions need to be answered with care and intention, and not with answers that reflect the desire to do what the other classmates are doing. The girl should apply because it is her dream, and she should convey WHY she is applying, and HOW this will impact her life and dreams. This be articulated in her own words.
- You must make sure that there is a parent/guardian signature.
- Check to make sure that the activity provider cited is the actual activity provider. This cannot be a school or an individual, but could (for example) be a music school, camp, sports clinic, etc.) if you are uncertain, and have questions, please email Katherine at klcohen1@comcast.net
- Make sure your information is complete!

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- The Mentor Questions (# 6 below) are very important. Be sure to answer the questions on a separate sheet of paper for each girl you are mentoring. All applications are reviewed separately. ***In our efforts to promote and encourage the dreams of individual girls, we will generally no longer accept group applications—all applications will be judged individually.*** Even if you are submitting an application for more than one girl for the same activity, please understand that we will review each application separately. Each girl's answer should be thoughtful and intentional, and your answers should apply directly to that individual girl. We will not accept a letter written in support of more than one girl for this grant.
- Ann Bancroft Foundation Dare to Dream Micro Grant are grants for individual girls who wish to pursue a dream, and should not be considered a fundraising opportunity for groups. If there are several girls who wish to pursue the same activity, remember to treat each applicant as an individual. The applications should reflect the individual girl's dreams, not the wishes of a group. If there are several groups of girls wishing to apply for different group activities, the principal and advising teachers should decide which group of girls has a greater need, and make individual applications for the girls in only one group. To clarify: If you have three classes each planning separate activities, the school can only apply for girls for one of these activities. In general we do not grant more than \$2000 per school or organization, so choose carefully which girls are encouraged to participate and apply. If the decision is made to support a group (even though the Ann Bancroft Foundation is focusing on individual applications), we must have the principal's name and signature.
- Of course, there is no guarantee that an applicant will receive a grant. No girl should count on a grant until she and her mentor have received written notification.
- Once you have worked with the young woman on completing the grant application, please make sure that the original copy is postmarked April 1, 2010. We do not accept fax copies.
- A panel of judges will review each application, then meet and make the final decisions and will provide an answer to your grant request in writing by May 15, 2010. Checks will be made payable to the organization providing the activity and will be mailed to the mentor. It is imperative that your mailing information is correct on the application. Each girl will receive a letter, advising them as to whether they have been approved or not.
- If your girl receives a grant, we ask that you work with her on providing a final report to the Ann Bancroft Foundation about the activity, her impressions, what she has learned, and what it meant to her to participate in the activity. Report information will be sent to both the recipient and the mentor. These must be completed and returned to the foundation within one month of completion of the activity.

In essence, your work as a mentor extends from application process, through approval process to registration to completion of activity and final report. This may possibly be a period of 2-10 months. The Ann Bancroft Foundation considers the impact made by a caring adult in the life of a girl to be immeasurable, and we appreciate your willingness to serve as a mentor for one of our applicants. Your continued involvement in her life will further her success.

If you have any questions about mentoring a young woman through the Dare to Dream Micro Grant process, please feel free to contact us at 612-676-9484 or Katherine Cohen at 651-470-2882.

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The Ann Bancroft Foundation Dare to Dream Micro Grant Application - ' ~ ° . ¼ ~ April 1, 2010

1. Dare to Dream Micro Grants are for individual girls with an idea and passion to try something new, improve a skill, attend camp, take lessons, etc. but who may need some financial help with encouragement from caring adults to do so.
2. This application is intended for Minnesota girls age 10 through grade 10.
3. *This grant should not be considered as an available fundraising resource for school trips or activities.*
4. Grant selection is based on the individual girl's answers as well as the recommendations of the girl's mentor. We encourage the girls to answer each question in depth, and encourage the mentor to monitor their responses to ensure adequate information is given.
5. Please make sure that all seven sections of this application are complete (use the checklist below.) Incomplete submissions and/or insufficient answers to questions will disqualify an application.
6. Each Minnesota girl is eligible to receive one (1) grant in an amount up to \$500, based upon the final decision of the judges. Girls who have received any previous Ann Bancroft Foundation grants are not eligible.
7. Checks will be made payable only to the organization providing the activity, not to an individual, school, scout troop, etc. For example, if a school group is going on an activity to a camp, the check will not be made out to the school, but to the camp. If a scouting troop is going to a national conference, the check will be made payable to the national organization, not the local troop. Checks will be mailed to the recipient's mentor for processing and support.
8. The decision of the Ann Bancroft Foundation whether or not to make a grant is final.
9. Grants will NOT be approved for the purchase or rental of equipment or instruments in most instances.
10. *No grant application should be considered approved until the girl has been notified in writing that a grant will be issued.*
11. Checks for approved activities will be written by May 15, 2010.
12. Please note that grants will not be given for activities already completed or begun prior to written notification from the Foundation that a grant has been approved. We will not reimburse a parent for a registration required prior to our decision date.
13. Mentors please note that if you are requesting funds for a group for any activity, Ann Bancroft Foundation will 1) review each application separately; 2) will provide no more than \$2,000 per group; and 3) only one group from each school or organization can apply. (See section 7 below)
14. For school group applications, we require the signature of the principal. Applications submitted without the principal's signature will be disqualified. See #13 **as noted, the Ann Bancroft Foundation generally will no longer accept group applications. All applications will be considered individually.**

Use the following checklist to make sure all pieces of your application are complete:

1. Applicant information section (make sure grant request amount as well as date of activity are included; money will not be granted for activities that have already happened or begun)
2. Applicant questions
3. Parent/guardian section (Signature required.)
4. Activity provider information section (This is the organization providing the activity. The check will be made payable to this organization only.) Documentation on activity such as price list, costs, etc. should be included.
5. Mentor information section (must be someone other than an immediate family member or activity provider). Mentor signature required.
6. Mentor questions
7. Principal signature for group application (if applicable)

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1. Applicant Information (Must be filled out by the girl applying for the micro grant)

Applicant Name _____

Address _____

City _____ State MN Zip _____

Phone _____ E-mail Address _____

Grade _____ School Name _____

Age at time of grant request _____

Grant Request Amount _____

Projected Total Cost _____ (If grant request is over \$300 – please provide cost breakdown for activity)

Date of Activity _____ Date Registration Due _____

Girl Signature _____ Date _____

2. Applicant questions (Must be answered by the girl applying for the micro grant) Please have your mentor look over your answers before submitting.

Please answer the following questions on a separate sheet (or sheets) of paper:

1. What is your dream? How does this activity apply to this dream?

2. What do you hope to learn or accomplish with this grant and activity?

3. Who is helping you achieve this dream?

4. If your requested amount for this grant is only a portion of the money you need to raise, please list how you are raising the additional dollars and state your progress in fundraising.

3. Parent/Guardian Information

Parent/Guardian Name (print) _____ Parent/Guardian

Signature _____ Date _____

4. **Activity Provider Information (Checks are made payable to this organization for the activity.** They are not made payable to the Minnesota girl recipient, her parent or guardian, or any individual, nor to the sponsoring organization like a school or scout troop. For example, if the student is going to Wolf Ridge, the check will be made payable to Wolf Ridge, not to her school.

Name of Organization providing the activity _____

Address _____

City _____ State _____ Zip _____

Contact Person _____

Phone _____ Fax _____ E-mail Address _____ Website _____

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5. **Mentor Information** (A mentor is: A teacher, social worker or counselor; an adult friend of the child and family; a youth director, etc.. It must be someone other than an immediate family member and **cannot be the activity provider**.)

Mentor Name _____

Relationship to Applicant _____

Organization/School Name _____

Please reflect the address to which you wish the check mailed: Home Work

Street Address _____

City _____ State _____ Zip _____

Phone _____ E-mail Address _____

Fax _____

Mentor Signature _____ Date _____

How did you learn about the Ann Bancroft Foundation Dare to Dream Micro Grant Program?

Affiliation with the Mentoring Partnership of Minnesota

Email to your school

County services

Another organization. Please name _____

The Ann Bancroft Foundation Newsletter

6. **Mentor:** please answer the following questions on a separate sheet of paper. Your answers to these questions are very important to the judges as they evaluate the applications. Please provide complete answers, and if you are a mentor for more than one applicant, please complete a separate response for each girl, specific to that girl, as each application is viewed independently.

1-Why is this experience important to this girl?

2-What criteria do you use to assess the need of the applicant? (Example: family situation, low self-esteem, non-supportive family, financial need, etc.)

7. **Group applications are not longer encouraged** – If, however, a group applies from a school, the school principal needs to sign the application. Please note that only one group may apply per school. (Example: North Junior High has a group applying to go to Wolfridge and one group that wants to apply to go to Concordia Language Villages. The principal and the advising teachers need to decide which group of girls has a greater need and send in only one group.) **Please remember that all applications—even if submitted with a group—will be considered individually.**

Principal Name _____ Phone Number _____

Principal Signature _____

Please do not fax this application. **Postmark by April 1, 2010**, and mail to:

The Ann Bancroft Foundation

Dare to Dream Micro Grants

808 14th Ave SE

Minneapolis, MN 55414-1516

Phone: 612-676-9484 or 651-470-2882

www.annbancroftfoundation.org