



Learn, Play, Create | Supporting Our Kids 2022 Application Round 2 Instructions & Guidance

Program Overview

To address the negative economic impact of the COVID-19 public health emergency on youth, Dutchess County is investing in youth-serving organizations that align with one or more of the County's [Path to Promise Domains](#) (Learning, Material Basics, Safety, Family/Social Relationships, Mental Health, and Physical Health). The intent of the grant funding is to enhance and empower opportunities for youth to learn, play, and create while filling an educational, financial, social, and/or emotional void as a result of the quarantine and stay-at-home orders necessitated by COVID-19.

In 2022, there are two rounds of Learn, Play, Create (LPC) funding awards. Details and requirements regarding Round 2 of the 2022 LPC funding are provided in this 2022 Application Instructions & Guidance document.

Funding Information & Limits

The estimated availability for this round of applications is \$346,000. Funding will be awarded as a one-time advance payment.

| Funding Limits | Path to Promise Domain-Aligned Organizations |
|----------------|--|
| Minimum | \$2,500 |
| Maximum | \$20,000 |

Eligible Applicants

Any youth-serving non-profit organization with a federal tax ID or EIN who **did not** receive Learn, Play, Create funding in 2021 or 2022 and whose primary mission aligns with providing a service or administering a program consistent with one or more of the County's [Path to Promise Domains](#) (Learning, Material Basics, Safety, Family/Social Relationships, Mental Health, and Physical Health).

Clubs can partner with other eligible non-profit organizations to apply on their behalf if they do not have a federal tax ID or EIN.

Ineligible Applicants

Organizations who received Learn, Play, Create funding in 2021 or 2022, as well as school districts, private and religious schools, including school-funded clubs and/or programs, and municipal-funded/sponsored departments or clubs.

Domains

| <u>Path-to-Promise Framework</u> | |
|--|--|
| Learning | Acquiring knowledge leading to the success of students in future college and career aspirations. |
| Material Basics | Providing for the basic needs of youth and families, including housing support and food. |
| Safety | The feeling of being protected from danger, risk, or injury. |
| Family/Social Relationships | Having pro-social bonds with family, peers, and other adults providing opportunities for emotional and spiritual growth and support. |
| Mental Health | Opportunities to develop or support positive psychological and emotional well-being, including enrichment and leadership, and pro-social growth opportunities. |
| Physical Health | Ensuring access to quality health care, opportunities for positive body growth and development, and access to appropriate and quality responses to cases in which children get sick or hurt. |

Eligible Expenses

- Equipment, supplies, or other one-time expenses (e.g., athletic uniforms, sports equipment, theater supplies, computers, e-books, pop-up event/program, etc.) **purchased within the term of the agreement.**

Examples of possible funding awards include:

- A tutoring program to help middle-school students from low-income families in literacy, math, and science;
- Supplies for a youth mentoring program to foster positive adult and peer relationships;
- Instructions/lessons on how to care for and ride horses for youth affected by mental illness;
- Winter coats and/or food supplies for children in need;
- Supplies for an anti-bullying service or program in local schools;
- A skills clinic for player development at no cost for participants; and
- Materials and/or supplies for an organization to market a “pop-up” educational event/program, such as back-to-school prep or new skill development, such as computer coding.

Ineligible Expenses

- Ongoing/operating expenses (administrative overhead, insurance certificates);
- Ongoing program expenses;
- Restoring fund balance/reserve accounts;
- Fundraising;
- Gift cards;
- Scholarships (monetary award/payment); and
- Stipends.

Timeline

| | |
|-------------------------------|---|
| July 6, 2022 | Learn, Play, Create application released |
| August 4, 2022 | Applications due by 4:00 p.m. via the Dutchess County Grant Portal |
| August - September 2022 | Application review |
| October 2022 | County Executive announcement of awards |
| January 1 – December 31, 2023 | Contract term |

Other Information

- Only one application per organization will be accepted.
- Applications must be submitted by 4:00 p.m. on August 4, 2022.
- All organizations receiving funds from the County must ensure they have adequate insurance for the activities they provide.
- The contract term to expend all awarded funds will be January 1 – December 31, 2023.
- Invoices/receipts must be obtained for all expenses. Expenses without appropriate invoices/receipts may be subject to recapture.
- Invoices/receipts for expenses must be emailed to learnplaycreate@dutchessny.gov within two months of receipt of purchase.
- The department will not reimburse for any sales tax incurred by a tax-exempt organization, except when the exempt status is not recognized out-of-state.
- RECAPTURE: Outstanding grant funds will be recaptured.
- Pictures of youth using items purchased and/or an event/program in action are required. Photos must be emailed to learnplaycreate@dutchessny.gov prior to the end of the grant term. Note: Organizations must receive permission from a parent or guardian for any photos submitted that show their child's face.

Application Review

All applications will be reviewed for eligibility by the Dutchess County Department of Planning and Development with final funding approval recommendations made by the County Executive.

Grant Portal Instructions:

1. [Use this link to navigate to the Dutchess County Grant Portal webpage where you will login to your existing account or create an account if one does not already exist for your organization.](#)

2. **Please only create one account per organization; therefore, you should consider using your organization's general email and a shared password to be used by anyone within your organization who might work on an application within the grant portal, now or in the future.**
3. Once on the Logon Page, select 'Create New Account' and complete all required* fields marked with an asterisk* symbol.
4. After successfully creating an account, you will be brought to the 'Apply' page where you can click on the blue 'Apply' button that will bring you to the grant application.
5. Once you begin an application, it will be saved as a draft. You can re-enter the portal any time prior to the submission deadline to complete the application.

For more information, contact:

Dutchess County Department of Planning & Development
85 Civic Center Plaza, Suite 107
Poughkeepsie, NY 12601
Phone: 845-486-3600

Email: learnplaycreate@dutchessny.gov

Website: dutchessny.gov/planning

FAQs

Q: If my organization wants to rent an ice rink for hockey practice or a pool for swim practice, can I apply for funding?

Yes, if it can be demonstrated that the funding will be used to offset and cover another expense for youth and their families. (e.g., Funding received for practice time at an ice rink will lower or eliminate the registration fees for youth participants in a hockey clinic.)

Q: Can an organization apply for funding under multiple categories (i.e., learning and physical health)?

Yes, but an organization can only submit one application. An organization could submit for funding that encompasses multiple domains. (e.g., Supplies for a youth program and sports equipment for a recreation clinic.)

Q: Are studies eligible for funding?

No, requests should be tangible and clearly demonstrate a direct and immediate benefit to youth.

Q: Are broad equipment purchases eligible for funding? (e.g., playground equipment/construction, lights for soccer fields)

Equipment purchases need to be connected to a specific youth program to be eligible. While not eligible under this grant program, broader agencywide equipment purchases or equipment purchases having a broader organizational or communitywide impact will be considered under the Agency Partner Grant (APG) Infrastructure Program. Nonprofit 501(c)(3) organizations who wish to be added to the distribution list for the APG Infrastructure Program can email: communitygrants@dutchessny.gov

Q: Are costs related to fundraisers eligible for funding?

No, these funds cannot be used for expenses related to fundraising and they cannot be given directly to an organization for the purpose of hosting a fundraiser.