



YOUTH MEDIA CAMP GRANT REQUEST FOR PROPOSAL

The Fairbanks Wellness Coalition's (FWC) purpose is to foster wellness through primary prevention and advocacy. As part of our work, we hope to engage youth to teach them valuable skills about media usage while also educating them on positive messaging and ways to maintain healthy technology balance.

With understanding of how important this is, the Fairbanks Wellness Coalition will be sponsoring a Youth Media Camp for teens, located in the Fairbanks North Star Borough. The media camp will be free for youth to attend and will emphasize positive peer to peer messaging. Skills such as media, marketing, and PSA development will be taught and applied. The content created by youth will be showcased on the Fairbanks Wellness Coalition social media and website.

Students will receive a certificate of course completion and instruction on how to leverage the experience and knowledge gained from the workshop in other places, such as on a resume. The skills of the workshop will make the youth more marketable and competitive in future endeavors.

The FWC is offering one grant of \$7500 to an organization or individual who will implement this camp in the community. The camp must be open to youth in the community indiscriminately, and it is encouraged that one meal each day is included as part of the budget. No state or federal funds may be used for the optional cash match. This award is contingent on continued funding being awarded by the State of Alaska Department of Health and Social Services.

Proposals will be reviewed by the FWC, and a decision will be made by January 16, 2023.

Submit the required proposal documents by email to Jasmine Richardson at

info@fairbankswellness.org

- A. Eligibility - Eligible applicants include nonprofit or for profit businesses or organization located in the Fairbanks North Star Borough. Equivalent organizations may include tribes, schools, churches, local government agencies, programs, and for profit businesses. All eligible applicants must have a local business license.
- B. Required Proposal Documents
 - a. Agency Questionnaire (Attachment 1)
 - b. Project Budget (Attachment 2)
 - c. Action plan (Attachment 3)
 - d. Job description or resume of the program manager and agency director
 - e. If a 501(c)3 agency, attach a signed W-9
- C. Required Scope of Work (all costs must be included in the budget)
 - a. Coordinate and secure a venue for spring/summer camp
 - b. Advertise for the camp in places likely to attract youth of all ages and demographics in the Fairbanks community
 - c. Provide support for a Prevention youth worker to assist at the summer camp and receive mentorship on projects
 - d. Develop a curriculum for youth that teaches media skills and healthy usage
 - e. Plan and implement youth summer camp that provides at least 10 youth with media skills, including photography and videography
 - f. Each student will receive a certificate of course completion and instruction on how to leverage the experience and knowledge gained outside of the workshop
 - g. Each student will gain knowledge related to balancing and maintaining healthy digital work and social media habits
 - h. Provide FWC with final content from each participant that can be featured on the FWC social media and features the FWC logo or a message, such as "Kindness Connects Us" that spreads the work of the Coalition
- D. References/Contacts - Please refer any questions to the FWC Wellness Specialist, Jasmine Richardson, (907) 888-3430, info@fairbankswellness.org



**YOUTH MEDIA CAMP
GRANT APPLICATION**

Agency Questionnaire

Email this completed questionnaire and other required proposal documents to the FWC's Wellness Specialist, Jasmine Richardson, at info@fairbankswellness.org. If you would like to receive the RFP in a different format, please reach out to Jasmine. Applications will be reviewed after the January 16, 2023 deadline.

Provide the following agency information:

Name:

Mailing Address:

Website:

Point of Contact:

POC Job Title:

POC Email:

POC Phone Number:

Is your agency a 501(c)3? If so, what is the EIN?

Years agency has been operating:

Project Narrative

Explain how your staff is qualified to complete the goals of the Media Youth Camp. Limit your answer to 400 words.

Describe the courses the youth will attend at the camp. Include what type of content they will explore and what technical skills they will practice. Limit your answers to 400 words.

Project Budget

Budget Categories	
Salaries/Wages:	
Other Personnel Services:	
Staff Travel:	
Facility (telephone, heating, electric, water/sewer, trash removal, etc):	
Supplies (excluding promotional materials):	
Promotional Materials:	
Total Costs:	
Match (Yes/No):	

Budget Narrative: Provide a description of the budget to include a short explanation of each line item above. Also, include if you are able to meet an optional 10% match in cash or in kind. If you are able, include how.

Action Plan

Task	Who is responsible?	End Date

Action Plan Narrative: Describe your action plan to implement and manage the scope of work required. For each task, briefly describe the desired goal and how it will contribute to meeting grant objectives. Limit your response to 750 words.

Sample Quarterly Reporting, based on FY22

Which of these options best describes the funded activity? Please indicate only 1.

Local media campaign, speaking engagement, health fairs, information & resource sharing, other.

Which of these options best describes the intended focus population for this activity? Please indicate only 1.

Young children (0-5), Elementary aged children (6-10), Youth (11-18), All children & youth, Young adults (19-24), Seniors/Elders, All adults, Community (all ages), Families (children & parents), Parents, School staff & students, school staff (only), Program staff, Coalition, Statewide audience.

Sample Quarterly Reporting, based on FY22

**YOUTH MEDIA CAMP
FY23 Quarterly Program Report**

Name of Filmmaking, Photography, Digital Media & Design coordinator:

Number of students enrolled? (Target number is 25- 30 students):

Deliverable #1a. Contractor will execute all aspects of a free summer camp for teens in Fairbanks, sponsored by the Wellness Coalition:

- How many students participated after enrollment?

- How does the demographic served compare to the demographics of the Fairbanks North Star Borough?

- There are 6 courses listed in the contract delivery stated above- How much coursework was completed by each student?

Deliverable #1b.

- How did you promote the event?

- Was the Wellness Coalition mentioned in the promotions?

Deliverable #1c.

- How many select student video PSAs were packaged?

- How many youth were in the PSAs?

- Did the youth participate in creating the PSA content?

Deliverable #1d- Course Development- Instructors will collaborate on the creation of course work including but not limited to; syllabus, lesson plans & comprehensive workbook.

- Please describe the lesson plans.

- What was the comprehensive workbook used for?

Deliverable #1e. \$1,513-

- Was the total listed above the amount for the full five days?

- Were there any additional rental costs? If so, please explain

Deliverable #1f. \$2,000- Food, Drinks, lunch will be provided for all students each day

- How many students ate lunch each day?

- What lunches were provided each day? If there is a menu, please attach.

Deliverable #1g. \$500- Hard Copy Workbooks

- How many workbooks were provided?

- Was each student able to obtain an individual copy?

Deliverable #1h.

- How many likes did the advertisements receive on Facebook and Instagram?

- How many of the students who enrolled heard about the program via Facebook and Instagram? Please indicate the number of students for each platform.

- Was the Wellness Coalition promoted on both the advertisement media platforms?

Deliverable #2a. The Contractor will charge the Client a flat fee of \$12,513 for the Services.

- Was the full \$12,513 used?

- Were there any additional services?

- Were there any services listed, but not obtained?

Submit this report and a financial report by July 15, 2023.

-Are there additional details you would like to share about your efforts?

-How can FWC better support your efforts?

FWC Staff Comments Only:

FWC Grant Review Committee Comments Only:

