

Grant Application

August 1, 2021 – July 31, 2022

Application Deadline: March 1st, 2021 at 8:00pm EST

Section 1: Contact Information

Applying Institution <i>(Full Legal Name)</i>	
Tax Status (Check One) <i>(Please include tax exempt certificate or other documentation)</i>	<input type="checkbox"/> 501(c)(3) <input type="checkbox"/> 509(a) <input type="checkbox"/> public service agency
Organization Website	

	Primary Contact for Grant Application Process	Primary Contact for Managing the Program <i>(If different than person applying)</i>	Primary Contact for Check Request <i>(Direct location where check must be mailed)</i>
Contact Name			
Title			
Email Address			
Mailing Address			
City			
State			
Zip			
Phone			
Fax			

Section 2: Organizational Background

Please limit individual responses to fewer than 200 words

- A. Are you a former Buckle Up for Life partner? Yes No
- a. If yes, please fill out the chart below regarding the capacity (Grant partner, Gift of Safety partner, Toyotathon partner, or Education partner) and time period.

Name of Initiative	Participation Period

- B. Provide a brief overview of your organization (mission, vision, primary services offered, target population(s) served, etc.)

- C. What gaps in funding your child passenger safety program, would these funds help close?

- a. Are you currently receiving any funds from an automobile company? If yes, please explain.

D. List the individuals who will work on Buckle Up for Life. Describe their roles. Please identify any CPSTs (including those with additional special needs certification) and multilingual-speakers.

Name	Role	Please Check All That Apply			Fluency in Additional Languages (Please Specify Below)
		CPST Certification	CPST-I (Instructor) Certification	CPST Certification in Special Health Care Needs	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

E. If you are not your organization's executive leader, please include his/her signed letter of support. Please upload this letter in the "Additional File Upload" section of the application page.

Section 3: Needs Assessment

Please limit individual responses to fewer than 200 words

A. Which groups or populations in your community are the focus of your child passenger safety efforts? What efforts are you currently taking to address child passenger safety in your community?

B. How would this grant help you to expand your reach?

Section 4: Program Implementation

Please limit individual responses to fewer than 200 words

- A. Please indicate the level of funding you intend to apply for, by completing only one row in the table below. Note the minimum expectation for seat distribution for your specific funding level. Also, note the total minimum combined education expectation for your funding level, and be sure to indicate (by completing the yellow boxes) the number of children, teens, and adults you plan to educate to reach or exceed this number.

SELECTION (CHECK ONLY ONE)	BASE FUNDING LEVEL	MINIMUM REQUIREMENTS		PROJECTIONS, TOTAL PEOPLE EDUCATED <small>(FILL IN YELLOW BOXES FOR YOUR CHOSEN BASE FUNDING LEVEL)</small>						
		TOTAL SEATS DISTRIBUTED	TOTAL PEOPLE EDUCATED	CHILDREN	+	TEENS	+	ADULTS	=	TOTAL EDUCATED <small>(MUST MEET OR EXCEED MINIMUM REQUIREMENT)</small>
<input type="checkbox"/>	\$10,000	100	150		+		+		=	
<input type="checkbox"/>	\$15,000	150	225		+		+		=	
<input type="checkbox"/>	\$20,000	200	300		+		+		=	
<input type="checkbox"/>	\$25,000	250	375		+		+		=	

- B. How will you raise awareness about the services offered by Buckle Up for Life in order to recruit participants?

C. Grant partners must have a contingency plan to meet program goals in the event of a community-wide need for social distancing. Please tell us how you would manage family education and seat distribution in this environment

D. How could you evaluate the success of your Buckle Up for Life implementation beyond measuring only the required program outputs of education and seat distribution? How could you measure behavior change to illustrate true safety outcome and positive societal impact?

Section 5: Budget

- A. Please use the budget template, to submit your proposed budget for the base funding level you selected in Section 4.A
 - a. Budget should be submitted in excel format. Budgets submitted in PDF format will be rejected.
- B. Please note the following:
 - a. Salary including fringe benefits may not exceed 25% of your base funding level. Note: any contracted labor (paid CPST's from outside of your organization, outsourced interpreters, etc.) must be included in the "salary" line item.
 - b. Be sure to indicate whether you intend to use the \$1,500 optional travel stipend.
 - i. This is a lump-sum stipend; the amount for this line, must equal either \$0 or \$1,500.
 - ii. Should your institution's actual travel expenses exceed \$1,500, the difference must be paid from your own institution's operating budget. Only the \$1,500 travel stipend may be applied toward travel expenses; BUFL grant funds from your selected base funding level may not be used for these expenses.
 - c. Overall budget should reflect the exact amount of requested funding.
 - i. For example, if requested funding is \$11,500, anything less than \$11,500 is unacceptable.
 - d. Funds budgeted for car seats should take car seat goals as noted in Section 4.A into consideration.
 - e. The materials below will be provided to you by the Buckle Up for Life team. Please take this into consideration when submitting your budget.
 - i. Tablecloths
 - ii. Banners/posters
 - iii. Hi-visibility vests
 - iv. Wooden ramp and car for children's curriculum
 - v. Jackets and polos
 - vi. Limited number of giveaways (stickers, keychains, etc.)
 - vii. 5 Simple Steps DVD
 - f. Electronic purchases are limited to a total of \$600
 - g. Allocating funds toward paid advertising is prohibited