Print Form

State of Illinois Department of Natural Resources
Illinois Youth Recreation Corps – 2014 Grant Instructions & Application

Purpose: **The Illinois Youth Recreation Corps was established for making grants to local governments and not for profit entities to provide wages to youth operating and instructing in recreational and conservation programs. Such programs shall provide conservation and recreational opportunities, to include, but not be limited to, the coordination and teaching of physical activities and learning activities directly related to natural resource conservation management or recreation.**

Applicants: **Potential applicants include local governments and not for profits who can provide necessary facilities, materials, and management staff for summer recreational and conservation activities for youth within the community and who desire a grant for hiring eligible youth as supervisors, instructors, instructional aides or maintenance personnel. The grantee is responsible for complying with the terms and conditions of the Child Labor Law (820 ILCS 205) and shall direct all questions to the Illinois Department of Labor.**

Evaluation: **Applications shall be evaluated based upon the conservation or recreational program content, location, need, minority %, EAV amount, local commitment of resources, acres managed by applicant and consistency with the purposes of the grant program.**

Eligible Youth: **Enrollment (hiring) is limited to US citizens of the State of Illinois who, at the time of hiring, are between 14 and 18 years of age. Managing supervisors must be 19 years of age or older, and who have skills that can be used in the summer recreation/conservation programs. Current employees of the grantee are not eligible for inclusion in the program.**

Term: **The employment period for any youth hired is limited to no more than 60 working days during the months of June, July and August. HIRING IS EFFECTIVE JUNE 1 OR THE DAY OF GRANT AWARD ANNOUNCEMENT IF AFTER JUNE 1. The Illinois Department of Natural Resources dictates wage amounts ($9/hour for youth or $12/hour for supervisors for 2014 program), and hires shall work hours as required by the recreational program but no more than eight (8) hours in a single day unless otherwise approved by the Department of Natural Resources. Youth hired under this program who later terminate such employment for any reason may be substituted by another eligible youth for the remainder of the employment period. Only wages for eligible youth hired pursuant to this program may be paid from funds received through this grant. Employer payroll taxes are not eligible under this program.**

Deadline: **Eligible applicants interested in seeking a grant under the Illinois Youth Recreation Corps must complete the application and submit it electronically to the Illinois Department of Natural Resources by close of business April 14, 2014. Failure to submit a completed application by the specified deadline will result in grant rejection for that grant cycle. To submit an application please print out the blank application form, complete the form and email it to dnr.grants@illinois.gov. The subject line must be in this format:** *<Your Organization's Name>* **2014 Youth Grant Application.**

Please note, all funds advanced that remain at the end of the grant agreement must be returned to the Department by October 31, 2014.

State of Illinois Department of Natural Resources
Illinois Youth Recreation Corps Program – FY2014 Grant Application

GENERAL INFORMATION

Applicant: _____ EAV: _____
Project Title: _____ Minority Percentage:_____
City where program is located: _____ County: _____
Senate District: _____ House District: _____
US Congressional District: _____
Federal Employer Identification Number (FEIN): _____

LOCAL CONTACT INFORMATION

Chief Officer Name: _____ Title: _____
Chief Officer Name: _____ Title: _____
Address: _____ City: _____ Zip:_____
Phone: _____ Email: _____ Fax: _____
Primary Contact Name: _____ Title: _____
Address: _____ City: _____ Zip: _____
Phone: _____Email: _____ Fax: _____

GRANT REQUEST SPECIFICS

Grant Amount Requested: $_____ ($9/hour for youth or $12/hour supervisors) See chart on next page.
Does Applicant have sufficient funds to pay youth until such time as payment is forthcoming from the State? Yes ☐ No ☐

Potential youth employment categories and proposed number of youth hired using Grant Funds:
Youth Supervisors: yes ☐ no ☐ # ____ Youth Instructors: yes ☐ no ☐ #____ Managing Supervisors: yes ☐ no ☐ #____
Instructional Aides: yes ☐ no ☐ # ____ Maintenance Personnel: yes ☐ no ☐ # _____ Total Hires: _____

Does Applicant currently operate a summer youth conservation or recreation program: yes ☐ no ☐
If yes, number of youth between ages of 14 to 18 currently employed: _____
If no, has the Applicant operated a similar program within the past 18 months: yes ☐ no ☐

Population served by the Applicant: _____
Acres managed by the Applicant for youth conservation or recreation activities: _____
Number of programs operated for youth conservation or recreation: _____
Does Applicant have sufficient supervision and operational capacity to support youth workers hired under this Grant: yes ☐ no ☐
If YES, proposed ratio of supervisors to youth hires: _____ (1 supervisor per 10 workers maximum). Example: 8 hires may have 1 supervisor, 13 hires may have 2 supervisors, 20 hires may have 2 supervisors)

Provide complete and concise responses to the following questions:

1. Scope of Work – describe how proposed funds will be used for the recreational project and the role of the eligible youth.

   Is project for recreational programs only? Yes ☐ No ☐ Maintenance only? Yes ☐ No ☐ OR Both? Yes ☐ No ☐

2. Describe the local resources available to successfully operate the program – describe facilities, materials and management:

3. Describe the demographics of the community and the youth to be served by the recreational project:

4. Describe the need for youth employment in the community:

5. Describe how this grant will enhance recreational activities for facilities in the community:

Exhibit A: Detailed Budget Estimate for Grant Amount Requested

Work Item/Project Location	# of Workers	Estimated Hours	Wage Rate	**Estimated Expenditure**
			$9.00	
			$9.00	
			$9.00	
			$9.00	
			$9.00	
			$9.00	
			$9.00	
Totals				
Managing Supervisors (ratio 1:10)			$12.00	
Totals				

Anticipated Expenditures by Month:

June:_____ July:_____ August:_____

Certification of Hires under Illinois Youth Recreation Corps

All enrollees under the Illinois Youth Recreation Corps Program shall be new hires of the Applicant. No enrollee funded through this grant shall be currently employed in any manner by the Applicant. By signature on the line below, the Applicant certifies that this provision of the grant shall be fully enforced. Per the Illinois Grant Funds Recovery Act (30 ILCS 705), failure to comply with this provision will result in immediate termination of any grant agreement and require immediate reimbursement of all funds provided to the Applicant for this program.

_____

Signature of Authorized Official

_____

Signator Name (printed)

_____

Signator Title (printed) Date

[ ] I have read and understand the Grant Instructions and will comply with all terms and provisions listed therein.
[ ] I understand that employer taxes are not covered by the grant funds.
[ ] All information in the application is true and accurate to the best of my knowledge.