



Urban League of  
Greater Atlanta

*Empowering Communities.  
Changing Lives.*

## **Youth Development Grants for Community Based Organizations**

### **2025-26 Cohort 3 presented by The Urban League of Greater Atlanta**

#### **Purpose**

The objective of the Youth Development Grants program is to facilitate grants to youth serving community-based organizations that will increase the capacity of the organizations to expand service to City of Atlanta students. The Youth Development Grants are designed based on the core values of the overall Youth Development Strategy; 1) equitable approaches to engagement 2) education and access 3) enrichment and development 4) empowerment, independence and positive self-efficacy.

The City of Atlanta donated One Million One Hundred Thousand Dollars and Zero Cents (\$1,100,000.00) to the Urban League of Greater Atlanta to support the Urban League's actions to facilitate the microgrants program intended to remediate learning loss, increase pathways to enrichment and career opportunity, aid organizations to scale, improve public safety and health and wellness for Metro Atlanta students. Grants will be made to existing community-based nonprofit organizations (Grantees) that provide innovative programming, in need of additional funding to increase capacity to serve local students.

#### **Use of Funds**

All activities funded shall be maintained and made available to the City of Atlanta upon request all documents and financial records.

The following is a list of examples of costs that would **not** be eligible expenditures:

- Offset a Reduction in Net Tax Revenue.
- General infrastructure development, including street or road construction.
- Structure and Standards, uses of funds that do not respond to the negative economic impacts of the pandemic, such as excessive compensation to employees.
- Contributions to rainy day funds

**Activities-** The Urban League of Greater Atlanta (the recipient) will be responsible for administering the Program in a manner satisfactory to the City of Atlanta and consistent with any standards required as a condition of the program.

## **Leadership and Technical Support**

The Urban League of Greater Atlanta will serve as the program administrator and fiscal administrator. The team at the Urban League of Greater Atlanta will be the liaison between the City of Atlanta, applicants, and awarded non-profit organizations. They will also:

- Communicate directly with all applicants and awardees.
- Facilitate orientation activities to ensure broad coverage for participation and conduct pre-application information sessions for all applying organizations to ensure they receive guidance on eligible activities.
- Distribute funds to awarded organizations.
- Coordinate with the City of Atlanta to ensure barriers are addressed.
- Support the development of comprehensive performance reports from grantees (awardees) to reflect timeliness, outcomes, and established KPIs.
  - Financial Report
  - Program Report (quantitative and qualitative data)
  - Mid-point Review and Final Review / Quarterly Reporting as an option.
- Facilitate monthly office hours for participants in need of technical assistance with the assistance of City of Atlanta personnel, as available.
- Conduct site visits to observe programming in progress or verification of capital expenditures, when applicable.
- Report out to the City of Atlanta a final analysis of program performance, outcomes, and feedback.

## **Award Cycles**

The maximum award amount will not exceed \$50,000.00 per cycle per grantee (awardee). The facilitation team, led by the Senior Advisor, will provide final approval of award amounts, based on scoring rubric and a collaborative application review process. Award cycles will continue to the extent that resources are available.

- **Cycle 1 Timeline (for organizations deemed tier 1&2):**
  - Applications will open and be published by October 6, 2025.
  - Applications will close on October 27, 2025, at 11:59pm.
  - Awards will be announced by December 16, 2025.
  - The Urban League of Greater Atlanta will provide all communication to the applicants regarding status of the application.
  - The Urban League of Greater Atlanta will schedule orientation with the grantees to take place by January 31, 2026.
  - Program implementation should take place between February 1, 2026, and May 30, 2026.
- **Cycle 2 Timeline Young CEOs:**
  - All program information regarding the Young CEOs cohort of the Youth Development Grants Program should be finalized by November 31, 2025. This includes eligibility criteria.

## Eligibility

- Applicants must be community-based nonprofit organizations headquartered in Metro-Atlanta, no more than 10 miles from City limits.
- All funded activities must take place within the City of Atlanta. Applicants should have experience in either youth engagement, youth development, workforce readiness, or specific subject matter expertise in an industry, servicing youth.
- Student beneficiaries must be City of Atlanta students up to age 19 in grades K-12.
- All eligible expenses should be directly related to costs incurred by providing services to students (in kindergarten through twelfth grade) or expanding the organization's ability to service additional students (in kindergarten through twelfth grade).
- Awards may be withdrawn if grantees are determined ineligible.
- Awards may be withdrawn if youth beneficiaries are not in kindergarten through twelfth grade.
- Awarded organizations do not have to be existing partners of the Urban League of Greater Atlanta or of the City of Atlanta.
- Decisions regarding eligibility will be made final per the discretion of the City of Atlanta, designated leadership.

## Eligible Expenses

- Licenses, subscriptions, membership fees and permits (including software and fees)
- Capital developments or improvements
- Professional development and mentoring
- Health and wellness programs, screenings or services
- Personnel costs and administrative indirect costs necessary for direct service to youth, not to exceed 50% of the grant award (i.e. tutors)
- Supplies for student participants
- Wrap around services that direct resources to youth for community impact (i.e. hearing and vision screening, mental health services, fresh food distribution)
- Resources and equipment for student participants
- Meals during program participation
- Transportation for program participation
- Technical assistance for industry specific student development

## Application Components

Community Based Organizations will be asked to provide details on current and proposed youth-centered programming for City of Atlanta youth to include:

- Evidence of operating within 10 miles of Atlanta city limits, for at least five years prior to application deadline; and have 501(c)(3) IRS tax exempt status (an organization may not use that of another institution).
- Young CEOs (Youth Entrepreneurs) applicants must provide evidence of at least two years in operation prior to application deadline; and have 501(c)(3) IRS tax exempt status (an organization may not use that of another institution). *There is a separate application for Young CEOs (Youth Entrepreneurs).*
- Outline of the youth/student programming and/or services to be provided
- Organizational chart or list of current staff including position and job descriptions
- Proposed staffing needs including job descriptions

- Description of current program site(s) and location(s)
- Description of current service model
- Outreach and recruitment plan
- Thorough description of the student experience in the program, to include age, residency, transportation methods, participation schedule, detailed program plans, resources, meals and evaluation metrics and staff to student ratio.
- Detailed scope of the industries correlated to the program and any existing partnerships and support
- Detail on the innovation, unique experiences, knowledge, and program offerings afforded participating students
- Available data (qualitative or quantitative) to support the need to invest in the program
- Participant references

**Eligible program designs may include:**

- Fitness and sports programs
- Hands on health and wellness education and experiences
- Community and/or neighborhood beautification initiatives
- Health and wellness career exploration
- Arts-based exploration and curricula to provide exposure to 21<sup>st</sup> century career options.
- Immersive academic experiences, developmentally appropriate
- Academic support and remediation or acceleration
- Career preparation and technical support (i.e. soft skills training, interview prep)
- Work-based learning, pre-apprenticeship opportunities
- Youth entrepreneurship programming (for youth-led startups and young CEOs)
- Wrap around services that direct resources to youth for community impact (i.e. hearing and vision screening, mental health services, fresh food distribution)
- Engagement in established business and education partnerships that support industry recognized credential(s), college credit and/or diploma.



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## 2025 YOUTH DEVELOPMENT GRANTS PROGRAM

### APPLICATION GUIDANCE

**The application will close on October 27, 2025 at 11:59pm EST.** Applications will be reviewed in cycles. The maximum award amount will not exceed \$50,000.00 USD per cycle, per organization. Award cycles may continue until funding is exhausted. **An application is not a guarantee of an award.** *Applicants should propose their most innovative and impactful program.*

You will not be able to edit the application once submitted. Incomplete applications will not be eligible for consideration. **Click here to review the sample application and program overview before applying:**

#### ORGANIZATION INFORMATION

1. **Organization Name** – Provide the name of the organization (as listed on the IRS letter of tax-exemption)
2. **Organization Address** – Provide the address of the organization's headquarters and/or place of business in the Metro-Atlanta area.
3. Is the mailing address the same as the organization's headquarters?
4. **Mailing Address** – All applicants must commit to operating the program within City of Atlanta limits to be eligible for funding consideration.
5. **Authorized Official** – Provide name, title, email address, and primary and secondary telephone numbers for the person with authority to enter the organization into legal, binding agreements. This individual will be the primary point of contact during the application process.
6. **Contact Information for Primary and Secondary Contact Persons.** These individuals should be familiar with the application and have the authority to represent the organization in planning, budgeting and data reporting activities (i.e., an officer, executive staff member or board member etc.).
7. **Organization's Area of Expertise** – i.e., technology, athletics, healthcare, academic support, etc.
8. **Website** – Provide the organization's website address.
9. **Neighborhood Planning Unit** - in which the organization's business address is located.
10. **Atlanta City Council District** - in which the organization's business address is located.
11. **U.S. Congressional District** – List the district of the United States House of Representatives in which the organization's business address is located.
12. **Tax-Exempt Status** - Provide the tax-exempt certification / letter. **document upload**
13. **Date of incorporation** – Provide the date of incorporation in the State of Georgia.
14. **FEI Number** – Provide the Federal Employer Identification Number of the organization.
15. **Social Media** - List any social media pages, handles, and blogs.

- 16. City of Atlanta Funding History** – Has the organization previously applied to or received funding from the City of Atlanta for any youth-related programs since January 1, 2022?
- 17. Additional Funding History** – Has the organization received a youth development grant from a local, state, federal agency, or private funder since January 1, 2022?
- 18. Award Information** – List the date, amount of the award, title of the project and the project period. This includes any funding received from the City of Atlanta, local, state, federal agency, or private funder for services to youth since January 1, 2022.
- Award #1 Information
  - Award #2 Information
  - Award #3 Information
- 19. Organization History** – Describe the organization’s history, mission, vision, goals, and its work with the City of Atlanta Youth. (100 words / 500 characters maximum)

**Total Project Revenue – List in \$USD**

- 20. Revenue (Contracted Services)** – List revenue derived from fees earned through the sale of services. For example, include sale of workshops to other community organizations, government contracts for specific services, performance or residency fees, tuition, etc.
- 21. Corporate Support** – List cash support derived from contributions from businesses, corporations, and corporate foundations.
- 22. Foundation Support** – List cash support derived from grants by private foundations.
- 23. Private Support** – List cash support derived from cash donations. Do not include corporate, foundation, or government contributions and grants. Include gross proceeds from professional fundraising services.
- 24. Government Support** – List cash support derived from grants given by government agencies (i.e., local, state, federal, and multi-state consortiums). Provide the name of the agency. Do not include this request.
- 25. Additional Revenue** – List revenue derived from sources other than those listed above to include fundraising, merchandise sales etc.
- 26. Total Revenue** – The total of all revenue and support items above. List funds from the organization’s current and awarded (anticipated) resources. Do not include this request.

**Personnel** - Provide information on paid and unpaid personnel for contract years 2022-2025.

- 27. Number of Personnel** – Provide total number staff for each category below, from 2022-2025.
- # Full-time staff (35 or more hours per week)
  - # Part-time / Contract staff (less than 35 hours per week)
  - # Volunteer staff
- 28. Personnel Employed / Positions** – List the staff positions for those interacting directly with youth, related to programs for which funds are being requested. Indicate whether fingerprinting and background checks have been completed along with the date of the last screening.

## GRANT PROPOSAL

Organizations granted awards must be headquartered within 10 miles of the City of Atlanta limits during their award cycle and serve City of Atlanta students up to age 19 in grades K-12.

### **Budget and funding expectations -**

- 1. Project Title / Brief Project Description** –Provide the title and a brief description of the project for which funding is being requested. (50 words / 500 characters maximum)
- 2. Timeline** – Detail the timeline for the use of funds. Include dates of activities or purchases. All spending and programming must take place by June 30, 2026.
- 3. Amount Requested** – Provide amount requested specifically in support of this proposed project. **Amounts should not exceed \$50,000.00 USD.**
- 4. Budget / Proposed Use of Grant Funds** - Upload a detailed budget. Amounts should not exceed \$50,000.00 USD. Include dollar amounts and categories of costs reflecting how the organization will use the grant funds. The costs must total the amount requested above.  
**The proposed budget should be no more than two (2) pages, detail all applicable line items, including (not limited to): document upload**
  - Personnel (Administrative) – Detail specific expenses for employee salaries, wages and benefits for executive and supervisory administrative staff, program directors, managing directors, business managers, press agents, fundraisers, clerical staff, and support personnel such as maintenance and security staff.
  - Outside Fees and Services (Administrative) – Detail specific payments to individuals and firms who are not considered to be employees of the organization for services. Include administrative, developmental, and technical services and projected fees to be paid.
  - Outside Fees and Services (Technical) – Detail specific payments to individuals and firms who are not normally considered employees of the organization for services. Include administrative, developmental, and technical expenses.
  - Space Rental – Show specific payments for rental of office, event space, hall, gallery, and other such spaces.
  - Travel – Show all costs for local and out of state travel directly related to the proposal. Distinguish between staff and youth participant travel.
  - Marketing/Promotion and Printing – Show all costs for marketing/publicity/promotion specifically identified with the proposal. Do not include payments to individuals or firms which belong under “Personnel” or “Outside Fees and Services.” Include the costs of newspaper, radio and television advertising, printing, and mailing of brochures, social media buys, flyers and posters, etc.
  - Other Operating Expenses – Indicate utility expenses which may include electricity, telephone, heating, insurance fees, interesting charges, non-structural renovations, structural improvements, storage, shipping, hauling, etc.
  - Remaining Operating Supplies – program materials, office supplies, building materials etc.
  - Total In-kind Contributions – In-kind contributions refer to all goods and services specifically identified with the project that are provided at no cash expense to the organization (i.e., donated supplies, equipment, volunteered services, etc.). In-kind

refers to the value of goods and services donated directly to an organization for which no dollars are exchanged.

- Total Cost of Proposal – The total of all items.
- Total Budgeted Expenses – The total of cash expenses, to include all funding sources.

**Program Proposal** – Upload the proposed program description. The proposal should be no more than three (3) pages, outlining the following points: **document upload**

Describe how the organization's service to youth will be value added to youth participants. Detail how the grant funding may support expansion or assist with the organization's capacity to serve youth in the City of Atlanta. Be specific.

- Detail how the grant award will advance the organization's mission.
- Describe the target audience for the project/ program. Include age ranges, specific disinvested neighborhoods, or demographics.
- Provide the best estimate of the number of youth who will participate in the program(s) for which funds are being requested. If the grant will enable the organization to expand the number of youth served, please indicate the number of additional youth the grant will support.
- Describe the SMART goals and expected youth development outcomes for the proposed funding.
- Describe the organization's strategy to positively impact City of Atlanta youth.
- Describe proposed outreach/recruiting efforts for City of Atlanta students up to age 19 in grades K-12.
- Describe any educational (formal or informal) resources provided in the proposed program model.
- Provide a description of the organization's past fiscal experience.
- State any challenges/risks associated with receiving funding, from the City of Atlanta or otherwise.