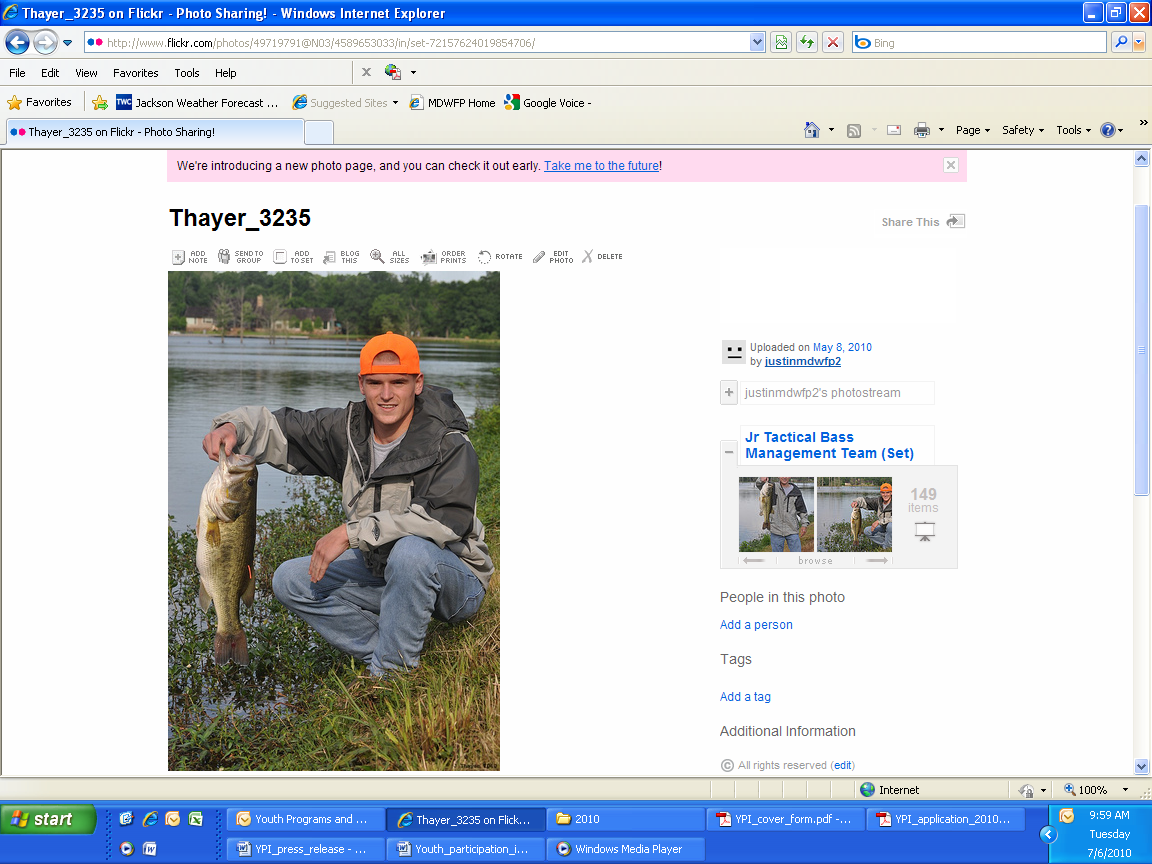
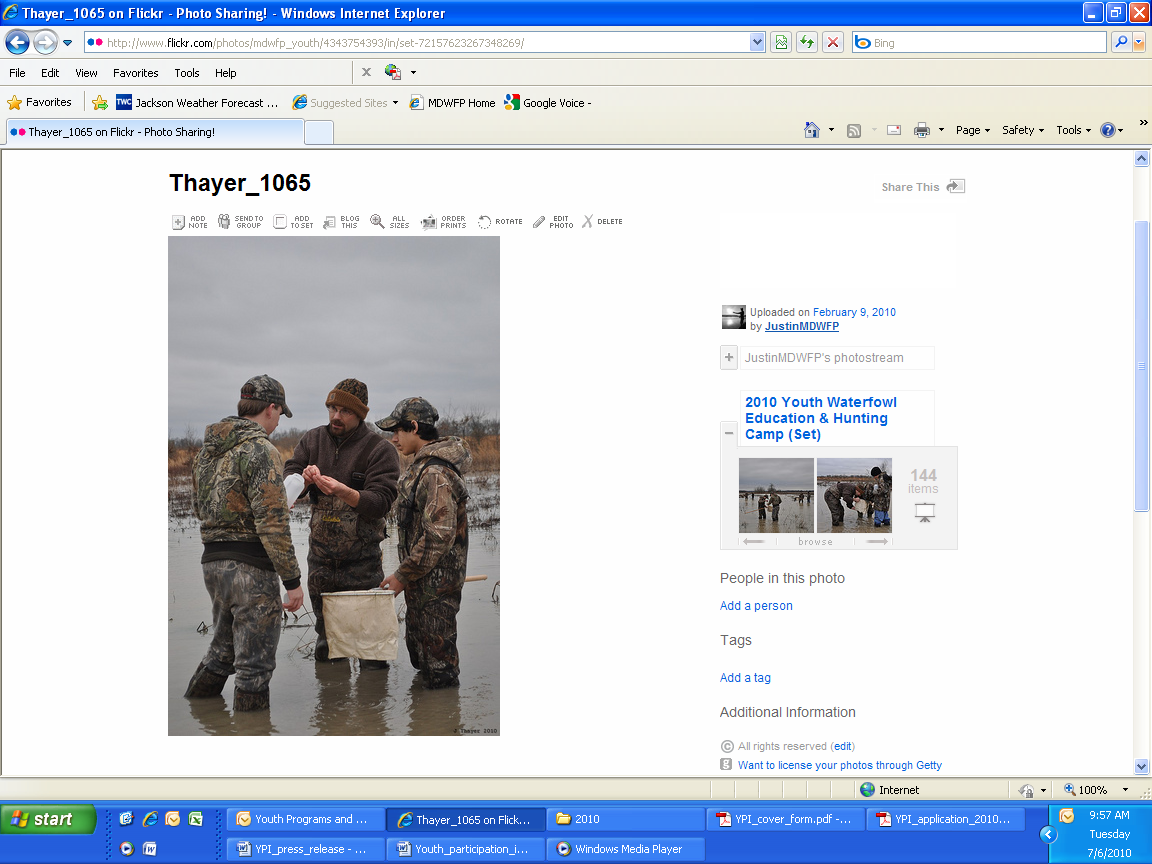


Mississippi Department of Wildlife, Fisheries, and Parks

**Youth Participation Initiative**

**Program**



**2017 - 2018 Program Guidelines**

General Information about the **Youth Participation Initiative Program:**

**Program Purpose:**

* The Youth Participation Initiative Program was established in 2009 to provide funding for the purpose of educating children in the areas of hunting, fishing, conservation, and safety.
* The Mississippi Department of Wildlife, Fisheries, and Parks (MDWFP) encourages applicants to focus on the education, recruitment, or retention of youth in the areas listed above or in any safety issues arising from the areas of hunting, fishing, or conservation.
* **Preference will be given to those projects demonstrating focus on new ideas, new programs, or programs directed at involving youth that have little or no prior experience in the fields of hunting, fishing, or conservation.**

**Who may apply?:**

* Only project proposals submitted by and in the name of state agencies, education institutions, or non-profit organizations shall be eligible for funding under this Program.

**Funding Criteria:**

* All applications mustidentify the matching monetary or in-kind contributions that will be used to support the proposed project.
* Applicants are strongly encouraged to provide matching funds or in-kind contributions and preference may be given to proposals with higher match percentages.

**What can grant funds be used for?:**

Eligible items include, but are not limited to the following:

* Program food/drinks/ eating supplies
* Program related equipment
* Fishing Equipment/ supplies
* Ammunition, Shooting supplies, Targets, Throwers, Clay Targets, and archery equipment
* Transportation/gas for grant approved projects
* Advertisement- Flyers, brochures, and radio broadcast. Note-advertisement cannot exceed 20-25% of requested amount.
  + MDWFP- Mississippi Department of Wildlife, Fisheries, and Parks Logo must appear on all flyers, brochures, or banners for the event/ activities.

**Grant funds CAN NOT be used for?:**

Ineligible items include, but are not limited to the following:

* Salaries and Fringe Benefits
* Raffles/prizes
* Firearms
* Computers
* Program liability insurance
* Hunting Competitions
* Curriculum development
* Cameras
* Land Lease
* Facility construction
* Facility Lease/use

**How to apply:**

* Complete the “Proposal Application” and submit the additional information requested.

**Application Submission Deadline:**

* Applications must be received by the MDWFP no later than:

**5pm on May 1th, 2017**

* Proposals must be submitted in both hard copy and electronic format as follows**:** 
  + - 1 hard copies of the proposal application
    - One electronic copy either emailed or placed on CD‐ROM in Microsoft Word or PDF format containing a copy of the proposal

**Scope of the project:**

* Eligible projects must address one or more of the following:
  + **Recruitment** of youth in the areas of hunting, fishing, or conservation
  + **Retention** of youth in the areas of hunting, fishing, or conservation
  + **Education** of youth in the areas of hunting, fishing, or conservation
  + Increasing **youth opportunities** in the areas of hunting, fishing, or conservation
  + **Education** of youth in any safety issues arising from the areas of hunting, fishing, or conservation

**Program Period:**

* The 2017-18 YPI program period will be from May 1, 2017 – May 1, 2018.
* All projects must be completed by May 1, 2018.

**Review & Selection:**

* The MDWFP shall evaluate applications for eligibility. Funding shall only be made to applicants with proposals that comply with all application requirements and guidelines, and who, in the sole judgment of the MDWFP, propose activities that best promote the advancement of the Youth Participation Initiative’s goals and objectives as stated previously. If an applicant was awarded an YPI grant during the previous grant period, the applicant must have submitted a final report to the MDWFP to be eligible for a new YPI grant.

**All decisions of MDWFP are final and non-reviewable.**

* Recipients **shall be required** to sign a written **Conditions Acknowledgement Agreement** with the MDWFP immediately following notification of selection. Funding is not final and shall be non-binding on MDWFP until agreements are signed by recipients and returned to the MDWFP. All recipients shall be required to submit a final report to the MDWFP by May 30th, 2018.
* The MDWFP reserves the right, at any time, to terminate, suspend or amend the Youth Participation Initiative Program, to adjust the total amount of funding available under the program, to correct any errors made in awarding funds, or to take any other action deemed necessary and appropriate, in MDWFP’s sole discretion. MDWFP shall also be authorized to terminate, suspend or amend the application process, reject any or all applications, in whole or in part, waive minor irregularities in applications, or to allow applicants to correct minor irregularities, if the best interests of the Program will be served by doing so.
* Ranking Criteria for Youth Participation Initiative Proposals

1. Project Classifications
   1. 1st project submitted by the organization = 5 points
   2. New project from repeat organization = 3 points
   3. Repeat project from repeat organization = 1 point
2. Percent Matching Funds (calculated based on requested funds)
   1. Greater than 100% = 5 points
   2. 76% - 100% = 4 points
   3. 51% - 75% = 3 points
   4. 26% - 50% = 2 points
   5. 0% - 25% = 1 point
3. Potential to reach youth with limited outdoor experience
   1. New exposure to consumptive use activities = 10 points
   2. New exposure to non-consumptive activities = 5 points
   3. Repeat exposure to consumptive use activities = 3 points
   4. Repeat exposure to non-consumptive activities = 1 point
4. Project Activities
   1. Hands on participation and educational = 10 points
   2. Hands on participation only = 5 points
   3. Educational only = 3 point
5. Project Length (Cumulative number of days for each group of youth within a project)
   1. Multiple weeks = 10 points
   2. 5 – 7 days = 5 points
   3. 4 days = 4 points
   4. 3 days = 3 points
   5. 2 days = 2 points
   6. 1 day = 1 point
6. Estimated Number of Youth Participants
   1. 100+ = 5 points
   2. 76 – 100 = 4 points
   3. 51 – 75 = 3 points
   4. 26 – 50 = 2 points
   5. 1 – 25 = 1 points

**Reporting Requirements:**

* All recipients shall be required to submit a final report to the MDWFP due by May 30th, 2018.
* As part of the report, biographical information on youth participants may be requested by MDWFP and must be collected by recipients in a format specified by MDWFP.
* If an applicant was awarded an YPI grant during the previous grant period, the applicant must have submitted a final report to the MDWFP to be eligible for a new YPI grant.

Frequently Asked Question

1. **Do you require matching funds**?

No, matching funds are not required however points are awarded based on sponsor contributions to the project. Contributions can include in-kind and volunteer time.

1. **Can YPI funds be used for construction projects**?

Funds cannot be used for facility construction projects

1. **Can funds be used for staff training?**

No, the funds are designed to be used for hand on activities/ equipment for the participants

1. **Can funds be used for staff salaries?**

No. Salary and fringe are not eligible for funding.

1. **When does the project need to be completed?**

All projects must be completed by May 1, 2018. The final report and receipts must be submitted by May 30, 2018.

1. **How long does the grant process take?**

The Youth Outreach division will review applications and approve acceptable projects. Applicants will be notified within 60 days after the application due date. All applicants selected must submit a sign agreement form (provided by the MDWFP), also new vendors must complete a W9 Tax Id Form and complete the online vendor registration.

1. **What is an example Project?**

* Shooting Sports- archery, firearm safety, and mentored hunts.
* Conservation- hands on habitat efforts that help understand the importance of wildlife management.
* Outdoor recreation- fishing, canoeing, camping, and outdoor safety skills.

1. **In addition to the completed application, what else is required?**

(These forms are submitted after notice of approval)

* Complete vendor registration on-line
* Complete W-9 form
* Invoice of payment
* Complete the Youth Participation Recruitment form

For more information on the **Youth Participation Initiative**, feel free to contact:

Karri Fulton

Mississippi Department of Wildlife, Fisheries, and Parks

Jackson, Mississippi 39211-6374

karrif@mdwfp.state.ms.us

Office: (601) 432-2172

Fax: (601) 432-2203

