



Grant Application Process

The Northwestern Pennsylvania Autism Society of America conducts a competitive grant making program that is open to groups and individuals serving autistic individuals in our area. Grants will be awarded in the following 17 program areas:

1. Increasing awareness, information, training and support for school systems to respond to and better serve persons with autism.
2. Increase community awareness of autism spectrum disorders and related issues.
3. Provide information and education about resources available to support individuals with ASD and their families.
4. Educate community first responders, and like professionals (police, fire, safety) regarding how to deal with persons with Autism
5. Educate the medical community regarding how to deal with persons with autism
6. Inform consumers with ASD about available programs and services
7. Increase awareness in the business community to foster employment for persons with autism
8. Take and active role in political advocacy to facilitate development of programs and services for persons with ASD.
9. Develop a respite program for families
10. Establish an information and referral service
11. Create an educational advocacy service
12. Offer leisure, recreation, and social opportunities for families
13. Offer leisure, recreation, and social opportunities for individuals with ASD.
14. Partner with community agencies to facilitate the development of job training programs and employment opportunities
15. Empower persons with Autism to be self advocates
16. Develop mentoring programs for persons with autism
17. Increase housing opportunities for persons with autism



Grants normally range from \$2,000 to \$3,000 with a cap of \$5,000.

Grant deadlines are twice a year **Jan15th** and **July 15th**.

Your application will be compared to all those submitted at the same time. You must submit everything requested on the Narrative sheet including a line item budget. Applications not including these items will be returned.

Information for Grant seekers

Submission Packets:

You must provide 6 collated sets of the proposal including:

- Grant Application
- Proposal Narrative
- Budget Worksheet
- Your Agencies Board of Directors and contact information

The application must also include one copy of your IRS 501(c)(3) determination letter. If applicant is an individual applying for a grant, the IRS 501(c)(3) determination letter is not required.

All completed applications must be received by Jan 15th or July 15th. Incomplete or late application will not be considered. Faxed application will not be accepted.

Applicants should expect a 60 day wait for notification of acceptance or denial of funding. All applicants will receive notification of receipt of the application. The NWPA-ASA is not able to pay expenses incurred before formal written notification is made to the organization.

Board policy on requests for individual hearings on grant proposals

It shall be the practice of the Officers of the Board of the NWPA-ASA to respectfully decline to participate in private discussion with individuals representing grant applicant organizations seeking to promote the funding or the proposal the applicant organization has submitted or may submit to NWPA-ASA.

Proposal Narrative

1. Introduction

A clear concise description of your organization, what you are asking for (including dollar amount), and a description of the identified community need addressed by your proposal. Include how this need was determined.

2. Goals and Objectives

Goals should describe the “big picture” – the comprehensive outcome you desire. Objectives are the series of steps you will take to accomplish each major goal of your project. These measurable efforts must be associated with your evaluation method. Include the following in your narrative:

- What objectives will be met by this project?
- What is the specific constituency served by the project?
- What similar programs already serve your County?
- If a collaboration, describe. List collaborating organizations, contacts, and phone numbers. NWPA-ASA may contact them regarding their involvement.
- Describe community and volunteer involvement
- How does this project meet the NWPA-ASA program areas?

3. Evaluation

Describe how you will measure project success. This section is critical to your proposal.

4. Request for Funds

Describe the amount of money you are requesting including a line item budget. Provide a narrative to justify each of your expenses. The amount requested should be assigned to categories. Any funds used to complete this project should be listed including other grants, operating funds, and government grants. Does the grant cover more than 50% of the projects budget? How will the program be funded if the grant is denied? Also articulate how you anticipate funding the project in the future if it is intended to be an ongoing project.