



## **CAPE II Career Exploration Grant Guidelines**

Indiana Wesleyan University and the Community Foundation of Grant County have partnered to establish the **CAPE II Career Exploration Grant**. The purpose of this grant is to financially support Grant County, Indiana organizations that offer career exploration experiences, provide career guidance and counseling, and encourage workplace internships and job shadows. Indiana Wesleyan University and the Community Foundation of Grant County will partner to determine distribution of funds.

### **I. CAPE II Career Exploration Grant Committee**

The Chair of the CAPE II Career Exploration Grant Committee will be the Associate Dean of Life Calling and Career at Indiana Wesleyan University. This is not a voting position.

Two additional members appointed by Indiana Wesleyan University

Two additional members appointed by the Community Foundation of Grant County

### **II. Applicant Preferences**

The funding will be administered by the CAPE II Career Exploration Grant Committee with these applicant preferences:

Existing organizations that serve Grant County students.

Provide career assessments and/or career resources to the Grant County, Indiana community

Provide evidence of partnerships with other service providers to increase reach

Assist Grant County students with educational programs on career options

Facilitate Grant County residents (all ages) in job shadowing, internships, and career preparation

Increases students' readiness for education after high school.

Assists schools in building bridges to businesses and locally-created career pathways.

Provides evidence of community and education pathways

### **III. Applicant Proposal Requirements**

Provide a copy of the organization's mission

Provide a copy of the organization's annual budget report

Identify the leadership of the organization and the program representatives

Identify the project/program that this funding will support

Include a timeline for the launch and implementation of the new or existing project/program

Identify how this project/program is unique and NOT a duplication of service of another organization

Provide metrics of projected goals and outcomes

### **IV. Selection Process**

Proposals will be solicited in mid-September through the end of October of each year. The CAPE II Career Exploration Grant Committee will review proposals during the first two weeks of November, meet for decision-making in mid-November, and award recipients by no later than the end of November annually, based on the criteria established above.