

Community Leaders Grant Sample Application:
Narrative Response Examples

In no more than 200 words, tell us your group's story! Please describe your group's mission, major accomplishments, and any quotes from community members on the impact of your group's work.

Our group's mission is to support seniors in our neighborhood by providing them with free cleaning supplies. Since our formation in 2020, we have distributed hundreds of cleaning supply kits to seniors on fixed incomes who often struggle to afford these essential items. By offering this service, we help alleviate financial burdens and contribute to a healthier living environment for older adults. One community member shared, "I am so grateful for this group and their efforts in providing us with the necessary cleaning supplies. It's one less thing for us to worry about during these difficult times." Another senior expressed, "Thank you for looking out for our seniors." These testimonials reflect the positive impact our group has made. We are proud to continue serving our senior community beyond the pandemic, as inflation and other factors have only increased the costs of these everyday necessities. Our goal is to ensure that our seniors feel supported, valued, and connected to the community.

In at least 150 words, provide a detailed project description. Tell us what your project is. Explain what is going to be done beyond what you do in your everyday operations.

To support our mission, we have planned a project that involves hosting a series of 4 events at senior centers and community resource centers located in and around the Manhattan Valley section of the Upper West Side. These events will involve 10 to 20 volunteers at each site who will assist us in assembling individual cleaning supply kits for seniors in need. Each event will aim to prepare 50-100 kits, depending on the availability of supplies and volunteers. We will even put notes and letters in each kit with an encouraging message in the hopes that the people who receive the kits will know that they are seen and appreciated.

Once we complete these events, we will then gather our team and distribute the supplies to seniors in buildings in the neighborhood that have communicated that they're in need of cleaning supplies.

By hosting these events, we hope to raise awareness about the challenges faced by seniors during the pandemic and engage others in supporting this vulnerable population well after the pandemic.

In at least 150 words, why is the project needed in your community? What does a successful project look like?

Our project of providing cleaning supply kits to seniors is critically needed in our community, especially in the wake of and still after the COVID-19 pandemic. Seniors are among the most vulnerable populations, facing higher risks of severe illness from viruses. Many live on fixed incomes, making it difficult to afford basic necessities like cleaning supplies, which have become essential for maintaining a safe and healthy living environment. Some seniors are forced to choose between purchasing cleaning supplies or other essentials such as food and medication.

By distributing these kits, we alleviate a portion of their financial burden while helping them protect themselves from new strains of COVID-19, the flu, and other illnesses. A successful project means reaching all of the seniors in our neighborhood that express need for supplies and ensuring they have the resources to maintain a clean, safe home. We also incorporate volunteers who write personal notes to accompany the kits, offering emotional support and fostering a sense of community. This holistic approach not only provides practical assistance but also reminds our seniors that they are valued and not alone, encouraging seniors to engage with more community members, thus strengthening the bonds within our community and promoting overall well-being.

In at least 150 words, how will your project strengthen relationships among community members and project participants?

The project to send free cleaning supply kits to seniors in the Upper West Side is an initiative that helps meet the practical needs of the elderly community and fosters strong relationships among community members and project participants. By providing essential cleaning supplies to seniors, this project shows them that their needs are valued and that they are an important part of the community.

Moreover, the addition of personalized letters or notes from volunteers inside each cleaning supply kit adds a personal touch to the project. These messages of encouragement and appreciation not only uplift the spirits of seniors who may be feeling isolated or lonely, but also create a sense of connection between them and the volunteers. This act of kindness and thoughtfulness creates a bond between individuals from different generations and backgrounds. Seniors have a wealth of wisdom and life experience that can greatly benefit younger generations, while the energy and enthusiasm of volunteers can bring new perspectives and ideas. With these cleaning kits, we are creating new connections across the community that will continue to benefit seniors well beyond the use of the supplies.

In at least 150 words, please describe any additional funding or non-monetary resources you are considering to ensure the project's success this year.

As we continue our efforts to raise funds for our seniors, one potential source of funding that we are looking into are more grants. We have been researching and applying for grants from various organizations and foundations that support causes similar to ours.

In addition to monetary resources, we are also considering reaching out to local businesses for in-kind donations such as supplies or materials that can be used by our seniors. This not only helps us cut down on costs but also allows us to establish partnerships with these businesses, creating a mutually beneficial relationship.

Moreover, we are working towards building a strong volunteer base within the community. By recruiting volunteers who share our passion for helping seniors, we can not only increase the effectiveness of our project but also save on costs by utilizing their time and skills.

Apart from financial resources, we are also exploring non-monetary resources for additional services, such as partnerships with healthcare providers or other organizations that can offer services to our seniors. This would not only provide additional support for our project but also ensure that our seniors receive comprehensive care and assistance.

In list form, describe your project timeline including the tasks and people responsible for completing your project. Below is an example of a project timeline for a community garden.

- May 1st - June 23rd, 2025: Recruit volunteers from buildings and businesses between 110th Street and Amsterdam Ave and 96th Street and Amsterdam Avenue to raise awareness about our work via social media
- July-August 2025: Gather cleaning supplies that were donated to us by our community and conduct outreach to find spaces that can host our events
- August-September: Purchase remaining supplies needed to create cleaning supply kits for seniors
- October 14th, 2025: First volunteer cleaning supply kit event
- November 15th, 2025: Second volunteer cleaning supply kit event
- December 16th, 2025: Third volunteer cleaning supply kit event
- January 25th, 2026: Fourth volunteer cleaning supply kit event