Eligibility Criteria*

(i) Instruction:			
------------------	--	--	--

Respond to the guestions below to indicate whether the organization meets these conditions.

* Indicates required 1. Applicant organizations must be based in the United States or its territories. Awards will be made to organizations, not to individuals. Does the organization fit this criteria?* (Yes \bigcirc No 2. Preference will be given to applicants that are either public entities or nonprofit organizations that are tax-exempt under Section 501(c)(3) of the Internal Revenue Code and are not private foundations or Type III supporting organizations. The Foundation may require additional documentation. Does the organization fit this criteria?* O Yes \bigcirc No 3. While each collaborating organization must be described in detail in the proposal, only one organization may represent the collaboration and be the lead contact in the application process. This lead applicant may be either a communitybased organization partner, or a systems partner, but preference will be given to applications from community-based organizations. Does the organization fit this criteria?* O Yes \bigcirc No 4. Applicant organizations that serve both young men and women will be considered, but they must demonstrate an explicit emphasis on improving outcomes for BYMOC. Additionally, preference will be given to organizations whose programs are made up of at least 50 percent male participants. Does the organization fit this criteria?* O Yes

5. The applicant organization must have the administrative and financial capacity (i.e., proper governance, sufficient staffing and strong policies, procedures and internal controls) to manage an award of the size being requested and may be asked to provide financial and other information to support this capability as part of the review and selection process. Does the organization fit this criteria?*

Yes

No

Applicant Organization and Tax Verification *

(i) Instruction:

Provide the following information about the applicant organization. Include the formal legal name of the organization that, if awarded, will receive grant funds.

Note: If the applicant organization is a college or university, include the appropriate school, department or unit.

You may use the "Select organization information" link below to facilitate the entry of data required below. If the information already exists in the GuideStar Exchange or from prior activity with RWJF, the fields below will be prepopulated with the required data. If that occurs, please be sure to proofread the prepopulated information to ensure that it is accurate and current. Feel free to edit as needed. Use this link to learn more about this feature. If, instead, you prefer to manually enter all the required information below, you may do so.

	* Indicates required
Organization*	
School/Department/Unit	
School/Department/offit	
Address*	
Address (line 2)	
X. O'	
City*	
State / Territory*	
Zip Code + 4-digit extension*	
69	
Phone Number*	

x Num	ber
ebsite	
CDSICC	
	ication ant Organization Tax ID (Employer ID Number)
	applicant organization any of the following: tax-exempt under section 501(c)(3) of the IRevenue Code, a state university, or a governmental entity? * No
Is the a	applicant organization a private foundation or a Type III supporting organization? * No
	/, 2,
	N. GS
	4,8
	639
	4/20
G	

Key Contacts *

(i) Instruction:

- To save your partially completed page, scroll to the bottom of this page and select "Save, continue editing" or "Save, return home."
- Use the "Copy" feature to copy completed organizational and address information to a new contact. Choose a role from the drop-down menu and select the "Copy" button.
- If the key contact organization is a college or university, include the appropriate school, department, or unit.

You may use the "Select contact information" link below to facilitate the entry of data required below. If the information already exists in the GuideStar Exchange or from prior activity with RWJF, the fields below will be prepopulated with the required data. If that occurs, please be sure to proofread the prepopulated information to ensure that it is accurate and current. Feel free to edit as needed. Use this link to learn more about this feature. If, instead, you prefer to manually enter all the required information below, you may do so.

Project Director *

This is the person with the responsibility for overseeing the project. This person will be the primary recipient of all key Foundation correspondence: copy of award notice, post-award financial and monitoring, and grant closure. Additionally, this person may be contacted after the submission deadline by SSRS, an independent research firm. If contacted, they will be asked to complete a brief, online survey about the proposal process and applicant characteristics. RWJF will share this person's contact information, including email address, with SSRS for the sole purpose of soliciting feedback.

	* Indicates required
Email *	
X .0	
Confirm Email *	
Prefix *	
First Name *	
60	
Middle Name	

Last Name *
Suffix
Degree(s)
Organization *
Position *
School/Department/Unit
Address *
10.6
Address (line 2)
City *
X , O '
State / Territory *
Zip or Postal Code *
Office Phone Number *
Phone Extn

Cell Phone Number
Fax Number
Project Co-Director
If applicable, provide the following information for the project co-director/co-principal investigator who will share responsibility for this project. This person will also receive all key Foundation correspondence as described above.
* Indicates required
Email *
Confirm Email *
Prefix *
First Name *
1.6
Middle Name
Last Name *
Suffix
Degree(s)
Degree(s)
Organization *
Position *

School/Department/Unit	
Address *	
Address (line 2)	
City *	
State / Territory *	
Zip or Postal Code *	
Office Phone Number *	
Office Filolie Number	
Phone Extn	
Cell Phone Number	
Fax Number	
Tax Number	
4/20	
Alternate Contact	
The alternate contact should be the project director's/principal investigation	ator's assistant or another
person we can contact if the project director/principal investigator is un	available.
	* Indicates required
Email *	

Confirm Email *
Prefix *
First Name *
Middle Name
Last Name *
Suffix
Degree(s)
Organization *
Position *
School/Department/Unit
Address *
Address (line 2)
City *
State / Territory *

Zip or Postal Code *	
Office Phone Number *	
Phone Extn	
Cell Phone Number	
Fax Number	
T dx Humber	A
Financial Contact *	
The financial contact should be someone with whom w matters.	e can communicate regarding budgetary
	* Indicates required
Email *	
Confirm Email *	
V-6	
Prefix *	
First Name *	
Middle Name	
c.Vo	
Last Name *	

Suffix
Degree(s)
Organization *
Position *
School/Department/Unit
Address *
Address (line 2)
City *
State / Territory *
Zip or Postal Code *
Office Phone Number *
Phone Extn
Cell Phone Number
6) (6)
Fax Number

Financial Officer *	
This is the person who will receive all payments for this award.	
Email *	* Indicates required
Confirm Email *	
Prefix *	
First Name *	
Middle Name	
0.0	
Last Name *	
Suffix	
7.6	
Degree(s)	
Organization *	
Position *	
School/Department/Unit	
Address *	

Address (line 2)	
City *	
State / Territory *	
Zip or Postal Code *	
Office Phone Number *	
Office Phone Number *	A
	25
Phone Extn	
	ζ,
Cell Phone Number	
200	
16	,
Fax Number	
Authorized Official *	
This is the person who receives the letter of agreement organization has designated as being authorized to sig	: for a project and whom the applicant n contracts on behalf of the organization. This
person will receive a copy of the award notice.	recontracts on behalf of the organization. This
	V In disabase many include
	* Indicates required
Email *	
Confirm Email *	
D-16	
67.0	
Prefix *	

First Name *	
That Name	
Middle Name	
Last Name *	
Suffix	
Degree(s)	
Organization *	
Position *	
School/Department/Unit	
Address *	
Address (line 2)	
City *	
State / Territory *	
Zip or Postal Code *	
Office Phone Number *	

Phone Extn		
Cell Phone Number		
Fax Number		
Highest Ranking Official *		
This person is generally the highest ranking indiv president, chancellor or similar officer). The awa	vidual of the applican rd notice is addressed	t organization (e.g., CEO, d to this person.
Email *		* Indicates required
Lindii	4	
Confirm Email *	0,0	
Prefix *		
First Name *		
Middle Name		
Last Name *		
Suffix		
Degree(s)		

Organization *
Position *
School/Department/Unit
Address *
Address (line 2)
City *
State / Territory *
Zip or Postal Code *
Office Phone Number *
Phone Extn
Cell Phone Number
Fax Number
6) 60

Project Summary

\bigcirc 1	Instru	ictio	n:
(リ)	IIISLI U	ICLIO	и.

Provide the following information for your proposed project:

- Proposed project title (maximum 150 characters)
- Total amount of RWJF funding requested (up to and including \$150,000)
- Proposed project start date
- Number of months anticipated to complete project (up to 18 months)
- Project summary (maximum 2,000 characters)

* Indicates required

Proposed Project Title: *

Total Amount of RWJF Funding Requested: \$*

Proposed Project Start Date:
10/15/2019

Number of Months Anticipated to Complete Project:
18 months

Project Summary: *

In no more than 2,000 characters, including spaces (roughly 350 words), please summarize your proposed work in the text box below. This project summary should briefly describe each component of your proposal.

The system will not permit a response that exceeds 2,000 characters, including spaces.

Project Information Questions*

* Indicates requir		
. Indicate if the lead applicant is a community-based organization partner or system		
artner.*		
Community-based organization		
System partner		
Other (specify below)		
Indicate the city and state where the applicant organization is located. * Please use the two-character designation for the state, and respond in the following format: City, ST		
Describe the locale that the applicant organization serves.* Please limit your description to 250 characters including spaces (approximately 25 words).		
O'c'		
Describe the target population served by the applicant organization.*		
Please limit your description to 250 characters including spaces (approximately 25 words).		
Q.o.		

5. Please specify which of the following communities of BYMOC are a part of your target population.* Select all that apply.
□ Black
☐ Latin
Asian American, Native Hawaiian, or Pacific Islander
☐ American Indian or Alaskan Native
☐ Middle Eastern or North African
☐ Immigrant
Refugee
Disability
□ GBTQ
☐ Low-income
☐ Urban
Rural
Suburban
Other (specify below)
6. Indicate the applicant organization's annual operating budget.*
\$
7. What system does your proposed partnership represent?* O Juvenile Justice
Child Welfare
© Education
Housing
Health
Other (specify below)
8. How did you hear about the "Forward Promise: Partnering with Systems to Disrupt Dehumanization" program?*
Conference
© Email
Social Media
Website
Word of Mouth
Other (specify below)
9. Did you attend an optional applicant webinar before applying?* Yes No

10. Has the applicant organization received grant support from the Robert Wood Johnson Foundation?*
Yes. We currently have grant support from RWJF.
Yes. We have received grant support from RWJF in the past, but are not currently receiving grant
support.
No. We have never received a grant from RWJF.
O Not sure.
11. Has the applicant organization engaged with Forward Promise through any of its following initiatives?* Select all that apply.
□ Not sure.
☐ No. We have never engaged with prior Forward Promise initiatives.
Yes. We are a current Forward Promise Empowerment Projects grantee.
Yes. A member of our staff is a current Forward Promise Fellowship Leader.
Yes. We are a member of the Forward Promise Network.
Yes. We are a former Forward Promise Innovation Grants grantee.
Yes. We are a former Forward Promise Community Partnerships Grants grantee.
Yes. We are a former Forward Promise Catalyst Grants grantee.

Site Visit Availability*

(i) Instruction:

Please indicate below your top three choices for a site visit, if you are selected as a semifinalist.

* Indicates required 1. Select your first choice for a site visit.* Thursday, August 8 O Monday, July 29 O Friday, August 9 ○ Tuesday, July 30 O Wednesday, July 31 O Monday, August 12 Thursday, August 1 O Tuesday, August 13 Friday, August 2 Wednesday, August 14 O Thursday, August 15 Monday, August 5 Tuesday, August 6 Friday, August 16 Wednesday, August 7 2. Select your second choice for a site visit.* Monday, July 29 Thursday, August 8 Tuesday, July 30 Friday, August 9 O Wednesday, July 31 Monday, August 12 Thursday, August 1 Tuesday, August 13 O Friday, August 2 Wednesday, August 14 Monday, August 5 Thursday, August 15 Tuesday, August 6 Friday, August 16 Wednesday, August 7 3. Select your third choice for a site visit.* Monday, July 29 Thursday, August 8 Tuesday, July 30 Friday, August 9 Wednesday, July 31 O Monday, August 12 O Thursday, August 1 O Tuesday, August 13 O Friday, August 2 Wednesday, August 14 O Monday, August 5 Thursday, August 15 O Tuesday, August 6 O Friday, August 16 Wednesday, August 7

Full Proposal Narrative *

(i) Instruction:

To Begin: Download the template shown below. Follow the instructions included on the template.

To Upload: Upload the completed template by selecting the "Upload document" button in the "Uploaded Documents" column. For assistance with uploading, refer to the "Upload Documents" section of the "Applicant Guide," located in the "Resources" box on the left.

* Indicates required

Description

Templates

Uploaded Documents

Full Proposal Narrative *

To maintain the original formatting, you must convert your document to a PDF file prior to uploading. For additional information, refer to "Troubleshooting Tips," located in the "Resources" box on the left.

Download the template in the "Templates" column to the right, and follow the instructions carefully.

Full Proposal Narrative

Budget Worksheet *

* Indicates required

(i) Instruction:

An important component of your proposal is the preparation of a budget. Complete every field on this page using your best judgment when projecting expenses. Refer to the "Glossary & Instructions" section of the "Budget Preparation Guidelines" (see "Resources" box on the left) for complete instructions on the following categories:

- Personnel—salary and fringe costs.
 - Amount—enter the RWJF requested amount.
 - FTE (if shown)—this column does not calculate.
 - O Total—this column will replicate the "Amount" column for a single budget period and will show the cumulative total for multiple budget periods (if applicable).
- Other Direct Costs—office operations, communications/marketing, travel, meeting expenses, polls and surveys, equipment, project space, and other.
- Consultants/Contractors—consultant and/or contract costs.
- Indirect Costs—administrative expenses related to overall operations. The Foundation's approved rate for Indirect Costs is 12 percent of Personnel, Other Direct Costs and Consultants/Contractors. When Consultants/Contractors total more than 33 percent of the RWJF portion of a budget, the Foundation limits indirect costs on the Consultants/Contractors category to 4 percent.

Enter budget information in the section below. If additional budget periods are needed, select the "Add" button below.

For additional information, refer to the "Budget Preparation Guidelines" (see "Resources" area on the left).

From the Project Summary section.

Budget Worksheet

	Period 1	
	Duration * 18 months	Total
Personnel	7	
Other Direct Costs		
Consultants/Contractors		
Indirect Costs		
Total		

Budget Narrative *

(i) Instruction:

To Begin: Download the template shown below. Follow the instructions included on the template.

To Upload: Upload the completed document(s) by selecting the "Upload" button below. For assistance with uploading, refer to the "Upload Documents" section of the "Applicant Guide," (see "Resources" box on the left).

When you have completed this page, select the "Save, section finished" button at the bottom of the page. Once all sections of your application are complete, you may "Submit" from the Home Page. All uploaded documents may be updated and replaced until you submit your application.

* Indicates required

Description

Budget Narrative *

Download the template in the "Templates" column to the right, and follow the instructions carefully.

For additional information, refer to the "Budget Preparation Guidelines" (see "Resources" box on the left).

To maintain the original formatting, you must convert your document to a PDF prior to uploading. For additional information, refer to "Troubleshooting Tips" (see "Resources" box on the left).

Templates

Budget4

Narrative

Uploaded Documents

Supporting Documents *

(i) Instruction:

The following two supporting documents are required:

- 1. Key Project Staff Resumes
- 2. Letters of Commitment

To Begin: Click on the links in the "Templates" column shown below. Carefully follow the instructions in each document.

To Upload: Upload the completed document(s) by selecting the "Upload" button below. For assistance with uploading, refer to the "Upload Documents" section of the "Applicant Guide," (see "Resources" box on the left).

When you have completed this page, select the "Save, section finished" button at the bottom of the page. Once all sections of your application are complete, you may "Submit" from the Home Page. All uploaded documents may be updated and replaced until you submit your application.

* Indicates required

Description

Templates

Key Staff

Resume

Instructions

Uploaded Documents

Key Project Staff Resumes *

You must include a resume for the project director. Resumes for other key team members are optional. Carefully follow the Key Staff Resume Instructions (see link in the "Templates" column to the right).

To maintain the original formatting, you must convert your document to a PDF prior to uploading. For additional information, refer to "Troubleshooting Tips," (see "Resources" box on the left).

Letters of Commitment *

A Letter of Commitment (LOC) is required from the applicant and each partner organization's CEO. Executive Director, or Board Chair. Follow the LOC instructions (see link in the "Templates" column to the right).

LOC Instructions

Polls and Surveys*

(i) Instruction:

Please respond to the question below to let us know if any polls or surveys will be conducted during this proposed project, or as part of any projects for which you will use Foundation funds, including any subcontract agreements.

* Indicates required

Note: RWJF-funded surveys must conform to the Code of Professional Ethics and Practices of the American Association for Public Opinion Research (AAPOR).

All grantees and subcontractors conducting a survey will be expected to fill out two survey forms, describing their Survey Design and Survey Results. If awarded a grant, links to both survey forms will be emailed to the project director 30 days after the award date. Please note it is the responsibility of the project director to acquire this information from all subcontractors and send to the Foundation.

A survey is defined as any quantitative study of human populations that has the following characteristics:

- 1. The population to be studied is defined.
- 2. A sample is selected from this population.
- 3. Characteristics of this sample are measured.
- 4. Sample statistics are calculated.
- 5. Inferences are made from the sample statistics to the population parameters of interest.

The following types of research do **not** constitute survey research: focus groups, specialized interviewing, additional analysis of a previously fielded survey, laboratory or other experiments.

For additional information and FAQs, please read the RWJF Guidelines for Funding and Releasing Polls and Surveys.

	Will any polls or surveys be conducted as part of this proposed project?*	
	f you are unsure if your proposed project will contain a poll or survey, please select	
	Yes" at this time.	
0	Yes O No	

Forward Promise – Partnering with Systems to Disrupt Dehumanization

Full Proposal Narrative

Instructions for using this template.

This template is to be used to provide your proposal narrative.

- Print this template in its entirety before you begin, so you have the instructions available at all times.
- Complete the identifying information shown below this block of instructions.
- This proposal narrative should provide a concise and complete description of the organization and its program(s). Your narrative should contain the information necessary for reviewers to understand fully the project being proposed.
- Use the headings shown below this instruction box as a guide to organize your narrative.
- Delete this block of instructions before uploading your proposal narrative.
- Save your final proposal narrative as a PDF. In the "Resources" area on the left of the online system, you will find the "Applicant Guide." Within the guide, there are links to "Upload Documents" and "Troubleshooting Tips" for converting your document to a PDF.
- Upload the PDF file to the Proposal Narrative section of the online system.

NOTES:

- Your narrative should be typed in 12-point Times New Roman or Arial font and in black type. The entire narrative, including section headings, may not exceed 10 pages with double spacing and one-inch margins on the top, bottom and sides of the page.
- No hardcopy materials will be accepted as part of your online submission.

Remember to delete this block of instructions—and the guidelines shown in blue under each section heading—before uploading this template. The below identifying information header and section headings should not be altered, and are considered a part of the 10 page limit.

Project Title: (your project title goes here)

Proposal I.D.: (your proposal ID goes here—found in the upper right corner of any

screen in this online system)

Applicant Name: (your Project Director's name goes here)

Legal Name of Applicant Organization: (Legal name of Applicant Organization goes here)

(Your Proposal Narrative goes here in *black type*. Do not exceed 10 pages, double spaced.)

A. **Organization Mission and Focus** – approximately 2 pages

This section describes the organization and should include:

- Organization's mission, age, and brief history.
- A brief overview of the organization's programs numbers of clients served,
 geographic background, and the racial, ethnic, and gender makeup of program
 participants.
- Organization's definition of the community it serves.
- Organization's track record for providing services to this community, including any mention of any awards or special recognition

B. Youth Voice and Engagement – approximately 1 page

This section should describe the applicant organization's history and capacity to authentically engage young people in their program design and/or deliver. Examples include (but are not limited to), any past or present opportunities for BYMOC to:

- Develop talents, skills and leadership within programs and/or the organization.
- Promote political education and awareness and engage in advocacy efforts.
- Build skills and capacity for identification and analysis of issues and for action around them.

Develop campaigns and utilize tactics – including direct action – to impact systems.

C. Description of Problem and Anticipated Systems Change – approximately 2 pages

This section describes the negative impact some policies and practices of systems have on BYMOC and should include a discussion of:

- The problems that BYMOC encounter when interacting with the system they seek to influence with these resources, and how the current conditions are dehumanizing and contribute to trauma for BYMOC and their families.
- The organization's experience implementing approaches and practices that address these problems.
- How the organization will partner with the system to promote an approach that supports the healing, growing, and thriving for BYMOC.
- The outcomes for BYMOC that this approach seeks to improve, and any indicators
 of success they intend to track to that demonstrates this improvement in outcomes
 for BYMOC.

D. About the Partnership – approximately 2 pages

In this section, detail the partnering youth system that you seek to influence, as well as other active partners with whom you work to influence the work of the system. Be sure to include a letter of commitment from each organization. Information on how to submit these letters is presented in the Additional Documents section of this online system.

This section should include an overview of the history of the partnership to-date, including a discussion of:

- Who are each of the partner organizations, how long has your organization held a formal partnership?
- How is the work of the partners aligned to support positive outcomes for BYMOC?
- How does their participation allow the partnership to address trauma experienced by BYMOC on a systemic or structural level?
- What is the motivation for each partner to participate?
- The nature of any previous collaborations with the organizations to date (informal or formal), including a discussion of both the successes and challenges faced during previous work together.
- Mention of stakeholders who are not involved in the partnership, but whose future involvement may support partnership efforts.
- Opportunities for growth under this initiative, including a discussion of how those opportunities were identified.

E. Partnership Activities and Impact – approximately 1½ pages

This section describes initial ideas about partnership activities and the anticipated impact of these efforts. Keep in mind the project's implementation will be preceded by a six-month planning phase, so this section should include a discussion of preliminary ideas about:

- Activities, goals, and objectives of partnership efforts, including any planning activities to be completed to support the project's success.
- Ideas about activities to strengthen the partnership and/or particular interventions and approaches that may be piloted and/or evaluated during the project's implementation phase.
- Potential challenges the project may encounter and plans or approaches to overcome them.
- How data could be used to inform or improve project management.
- How funding will advance the work of the partnership, beyond existing efforts todate.

F. Project Staffing and Resource Sharing – approximately 1 page

Describe the staff to be devoted to the project, including any positions that might be supported under the proposed budget. For all filled positions, resumes should be included. Information on how to submit these resumes is presented in the Additional Documents section of this online system. This section should include a discussion of:

- Who will have responsibility for leadership and management of the project, including
 the project director and his/her role in the organization, and where the project will fit
 organizationally.
- How current operations will be modified to allow the organization to regularly meet and focus efforts on the project.
- How resources, including grant funds, will be shared to ensure partnership activities
 are productive and feasible.

If vendors or consultants have already been identified to aid with this project, they should be identified in this section. The details of the consulting contract will be included in the budget narrative, but a description of their proposed workplan should be included here as well.

G. Plans for Sustainability – approximately ½ page

Describe which aspects of the activities and services developed within this project you expect to continue after the funding ends, including any collaborative relationships developed or strengthened through this project. This should include a discussion of policies and strategies for sustaining these activities and what sources of funding would be required.

Forward Promise: Partnering with Systems to Disrupt Dehumanization

Budget Narrative

Instructions for using this template.

This template must be used to provide a budget narrative for the proposed project.

You should:

- Familiarize yourself with the Budget Preparation Guidelines located in the "Resources" area on the left side of all screens in the online system.
- Before you begin, save this document as a separate file so you have the instructions available at all times.
- Complete the **Identifying Information** that follows.
- In the table below, complete all categories and sub-categories for which you are requesting funding.
- Delete this block of instructions.
- Save your budget narrative as a PDF. In the "Resources" area on the left of the online system, you will find the "Applicant Guide." Within the guide, there are links to "Upload Documents" and "Troubleshooting Tips" for converting your document to a PDF.
- Upload this file to the Budget Narrative section of the online system.
- Do not adjust the margins or font style/size of this template.
- No hardcopy materials will be accepted as part of your online submission.

For each of the categories and sub-categories below, explain —in as much detail as possible — how the funds for this line item will be spent and how the amount was determined. Refer to the RWJF Budget Preparation Guidelines available in the Reference Materials section of the online system for more information.

Remember to delete this block of instructions before uploading this template.

Identifying Information

Project Title: (your project title goes here)

Application I.D.: (your application ID goes here—found in the upper right corner of any

screen in this online system)

Applicant Name: (your project director's name goes here)

Legal Name of Applicant Organization: (legal name of applicant organization goes here)

Category	Narrative
Personnel	Note : You <i>must</i> include base annual salary and full time equivalent (FTE) information for each person/role in this category. We recommend you insert a table with this information. See Personnel section of Budget Preparation Guidelines for complete instructions.
Project Director	
Project Staff	
Administrative Staff	
Other Staff	
Fringe Benefits	
4	
Other Direct Costs	

Category	Narrative
Personnel	Note : You <i>must</i> include base annual salary and full time equivalent
	(FTE) information for each person/role in this category. We
	recommend you insert a table with this information. See Personnel
	section of Budget Preparation Guidelines for complete instructions.
Office Operations	
Polls and Surveys	
Communications/	
Marketing	
Travel	
Meeting Expenses	
Equipment	
Project Space	
Other	
Consultants/Contractor	rs
Consultants	
Contracts *	
Indirect Costs	<u> </u>
Indirect Costs	
In-kind Support	
Budget Allocation by	Note the project element below and its percentage of the total project
Project Elements**	budget.
Project Activity #1	-
Project Activity #2	
Project Activity #3	03.0
Project Activity #4	Y 3.60
Project Activity #5	

Contracts: If contracts are a part of your proposed budget, you must complete
one Contract Budget and Fact Chart for each contract. You may need to copy and
paste the chart below into the completed budget narrative document if there are multiple
contracts. Enter "TBD" when information is not yet known. While we understand the
grant term may change, grant funds may only be expended against any contract
in your budget within the final approver grant period. If there are no contracts,
delete these instructions and chart shown below before uploading to the online system.

Contract Budget and Fact Chart

Contractor Name	
Scope of Work	
Deliverables	
Total Cost	
Cost Calculation	

**Budget Allocation by Project Elements: Provide an estimated percentage breakdown of the total budget for all years by the 3-5 major project elements or activities. The allocation percentages should collectively total 100% of the total requested budget. We do not expect a

precise allocation, instead your best estimate of a reasonable distribution of the proposal budget.

BN Form 5/2019



Forward Promise: Partnering with Systems to Disrupt Dehumanization

Key Project Staff Resumes

Following the instructions provided in this template, upload resumes for key staff members devoted to the project. *You must include a resume for the project director*. You should also include resumes for other key team members (e.g., co-project director, project staff), and partner representative(s).

Resumes should include information on education, professional experience, years in public health research, publications and funded and unfunded research.

You may upload a separate resume for the project director and other key project staff (if applicable). You may use a National Institutes of Health (NIH) or National Science Foundation (NSF) bio-sketch.

For a hard copy CV, you should scan each one individually and save to your computer as a PDF. Upload the completed document by selecting the "Upload" button. For assistance with uploading, refer to the "Upload Documents" section of the "Applicant Guide," (see "Resources" box on the left of the online system).

For an electronic CV, you should save each one individually to your computer as a PDF. Upload the completed document by selecting the "Upload" button. For assistance with uploading, refer to the "Upload Documents" section of the "Applicant Guide," (see "Resources" box on the left of the online system).

NOTES:

- Save your resume as a PDF. In the "Resources" box on the left of the online system, you will find the "Applicant Guide." Within the guide, there are links to "Upload Documents" and "Troubleshooting Tips" for converting your document to a PDF
- The maximum page limit per resume is four.
- The maximum number of resumes is five.
- You may upload more than one resume individually. After each upload, another "Upload" button will appear; however, do not upload more than 5 documents. A "Remove" button will also appear, in case you need to delete a document.

Forward Promise: Partnering with Systems to Disrupt Dehumanization

Letters of Commitment Instructions

Upload a required letter of commitment on institution letterhead from each of the partner organizations. Each letter should come from the respective organization's CEO, Executive Director, or Board Chair.

You may submit up to 3 letters of commitment. Each letter of commitment may not exceed 2 pages.

The letter of commitment should confirm the organization's commitment to participate in:

- The continued partnership between each of the organizations. This includes briefly describing the nature of collaboration or partnerships with the organizations and discussing how its programs are aligned in supporting positive outcomes for BYMOC.
- The national program office's technical assistance programming. This includes, but is not limited to, completion of a partnership assessment, the co-development of a technical assistance plan, and participation in technical assistance activities.
- An evaluation of the program by an independent research group, to be selected and funded by RWJF.

Additionally, the letter should identify a project director and any relevant project staff.

For hard copy letters, you should scan the letter and save to your computer as a PDF. To upload, select the "Upload" button found in the Uploaded Documents column.

For electronic letters, you should save the letter to your computer as a PDF file. To upload, select the "Upload document" button found on the right of the Supporting Documents screen.

NOTES:

- Save your Letter(s) of Commitment as a PDF. In the "Resources" box on the left of the online system, you will find the "Applicant Guide." Within the guide, there are links to "Upload Documents" and "Troubleshooting Tips" for converting your document to a PDF.
- To upload, select the "Upload" button found on the right of the Supporting Documents screen. You may upload each letter individually. After each upload, another "Upload" button will appear; however, do not upload more than three letters of commitment. A "Remove" button will also appear, in case you need to delete a document.