



**Best Buy Foundation  
Community Grant Request for Proposals  
May 1, 2016**

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**Best Buy Foundation Ignites Teen Potential through Technology**

For decades, people have turned to Best Buy for answers to their technology questions. As a company, our mission is to ignite human potential. One of the ways we do this is by supporting technology programs that bridge the digital divide by helping underserved teens build 21<sup>st</sup> century skills to prepare for college and careers.

As experts in technology, our goal is to leverage our knowledge, resources and talented Best Buy and Geek Squad employees to empower underserved youth and help prepare them for the future.

**Community Grant Overview**

The Best Buy Foundation seeks nonprofit partners that create hands-on learning opportunities for underserved teens to engage in learning, experimenting, and interacting with the latest technologies to build 21<sup>st</sup> century skills. Our goal is to provide youth with access to new technologies and help them become interested and fluent in digital learning while developing skills to help better prepare them for future education and career success.

Programs should help teens build 21<sup>st</sup> century skills by utilizing cutting-edge technology such as computers, digital cameras, video cameras and professional software in a wide range of areas including but not limited to:

- Audio Production (including music mixing & recording)
- Coding
- 3D Design and Printing
- Computer Maintenance and Repair
- Digital Photography/Graphic Design
- Maker Faires/Hack-a-thons
- Mobile & Game App Development
- Programming
- Robotics
- Web Site Design
- Filmmaking & Videography

Community Grants are designed to support local efforts and are reviewed for consideration by Best Buy teams across the United States. The average grant amount is \$5,000 and will not exceed \$10,000.

For more information on Best Buy's Community Relations, visit: <https://corporate.bestbuy.com/community-relations-overview>.

**Grant Overview**

Best Buy is searching for local organizations with a demonstrated track record for building skill proficiency in technology through out-of-school time programs.

The primary responsibilities of the nonprofit organization include:

- Providing staff and curriculum for the out-of-school time programming. May include volunteer instructors.
- Where the opportunity exists, working with schools and other community-based organizations to build awareness of the program to drive teen participation.
- Ensuring access to youth from underserved communities.
- Developing financial and community support to help sustain the program beyond the grant funding from Best Buy.

- Submitting an annual report on program components such as: participant demographics, program activities, measurement of progress on desired outcomes, challenges, successes, and participant survey results.

### **Eligibility Criteria**

Best Buy invites out-of-school time programs that have a fundamental commitment to youth, ages 13-18, to apply for funding. Minimum eligibility criteria include:

- Eligible 501(c)(3) nonprofits may be a public or nonprofit community-based organization (e.g., community center, school or library) with existing local or regional out-of-school time program or programming with a proven track record of serving youth ages 13-18.
- Program located within a nonprofit organization targeting teens in underserved communities.
- Program must operate within 50 miles of a Best Buy store or other Best Buy center of operations (e.g., warehouse, corporate headquarters, Geek Squad Service Center, etc.). To find store locations, visit [www.bestbuy.com](http://www.bestbuy.com) and click on "Store Locator."
- Commitment to diversity and inclusion.
- Organizations that have engaged Best Buy employee volunteers will receive special consideration.
- Organizations within the Twin Cities seven-county metro area are eligible and can apply for Best Buy Foundation support through the Community Grants Program or Twin Cities Fund, but not both.
- Previous grantees must [submit a report](#) before applying for subsequent funding.

### **Required Elements of the Proposal: Please include in online submission**

Proposals will be evaluated and competitively ranked by a local review committee from Best Buy. The review committee may contact you with additional questions as part of the selection process. The overall comprehensiveness, quality, and clarity of the proposal will be taken into consideration.

Please submit proposal online via this link - <https://www.easymatch.com/bestbuygrant>

Make sure to address each requirement below in the section that corresponds to the online application. The grant will be to support the operation of the program for one-year from date of implementation. Grant recipients will be eligible to apply the following year for funding based on demonstrated success. There are no guarantees of renewed funding.

#### **Organization Mission**

- Statement of nonprofit organization's mission and strategic direction.

#### **Define Children Served**

- Describe how your organization reaches and supports teens ages 13-18. Include number of youth served, related demographic data (e.g., ages served, gender mix, ethnicity, % on free and reduced lunch program), hours of operation, and schedule of activities.
- Specifically, describe successful engagement with economically disadvantaged and diverse populations.

#### **Geographic Area**

- Describe the geographic area served by your organization/program.

#### **Program Goals, Objectives, & Impact**

- Describe how a grant from Best Buy can help achieve your current and future objectives.
- Describe how a grant would support the development of underserved youth - increasing 21<sup>st</sup> century skills and bridging the digital divide.

#### **Program Description**

- Describe experience with informal learning environments.

- Describe your experience with using technology as a learning tool for teens.
- Give examples of prior experience with program evaluation.

### Implementation Plan

- Describe leadership opportunities for youth, as well as the role of youth in planning and implementing programs and activities.
- Give examples of collaboration with organizations in the community.
- Outline any proposed Best Buy employee volunteer activities where agreement or commitment has been secured with the local store leadership regarding employee volunteer engagement.

### Sustainability

- Describe your volunteerism program.
- Describe your program’s reputation in the community and give examples of a demonstrated history of success.

### Measurement

- Outline, in a bulleted format, the specific metrics used to track program success in areas of developing 21<sup>st</sup> century skills and bridging the digital divide (e.g., types of skills and level of proficiency, the amount of interest in digital learning, technology access provided to underserved youth).
- Provide a brief explanation of your program evaluation process.

### Brief Narrative of Organization’s Budget

- List corporate funders, levels of support and any funding received from Best Buy previously.

### Brief Narrative of Program’s Budget

- Include total program budget, identifying how funds from Best Buy would be used.

### Other Funding Sources

- List of other funders of the program and levels of support, for which you are requesting funds.

### Proposal Deadlines and Administrative Information

<b>Grant Awards</b>	Program grants (no general operating or product requests) Typically range from \$4k to \$6k, will not exceed \$10k
<b>Grant Period</b>	Up to one year of funding.
<b>Application Site Opens</b>	<b>Wednesday, June 1, 2016</b> 8:00am EDT
<b>Proposal Due Date</b>	Proposal must be submitted no later than 5:00pm EDT on <b>Friday, July 1, 2016</b>
<b>Final Submissions</b>	<a href="https://www.easymatch.com/bestbuygrant/">https://www.easymatch.com/bestbuygrant/</a>
<b>Proposal Requirements and Information</b>	Proposals must be submitted <b>electronically</b> , please contact the Application Site Contact with any systems questions during the stated hours below
<b>Notification Date</b>	<b>September 15, 2016</b>
<b>Additional Information</b>	<a href="https://corporate.bestbuy.com/community-grants-page/">https://corporate.bestbuy.com/community-grants-page/</a>
<b>Contact</b>	<a href="mailto:CommunityRelations@BestBuy.com">CommunityRelations@BestBuy.com</a>
<b>Application Site Contact</b>	<a href="mailto:bestbuygrant@easymatch.com">bestbuygrant@easymatch.com</a> or 866-625-4350 Hours of operation 8am - 6pm EDT, Mon. through Fri.