

Brevard County 4-H

Community & SPIN Club Mini Grant Application

Purpose:

The Brevard County 4-H Club Mini-Grant was designed to help support special club projects. Mini Grants can be submitted for supplies, educational programs, field trips, equipment, or other club needs. They can also be submitted for leadership development, community service, or hands-on experiences for club members and/or the community.

Guidelines:

1. Each club can apply for up to \$250 each program year
2. Brevard County 4-H will give up to \$500 each program year
3. Mini Grants are available for active Community and SPIN Clubs.
4. Grant proposals can be partially funded at Brevard County 4-H's discretion
5. The Brevard County 4-H Advisory Committee will help to determine grant winners based on applications
6. When deciding grant winners, preference will be given to clubs that have not received grant funds in the last year

Requirements:

1. Clubs must have existed for at least 6 months before submitting an application (date based on the date the club was entered into 4HOnline).
2. Mini-grant applications will be considered twice per year and must be submitted to the 4-H office by the application period deadlines outlined below.
 - a. **Fall Deadline: November 1**
 - b. **Spring Deadline: March 1**
3. Recipients of the Mini-grant will be notified within 30 days of the application deadline.
4. Recipients may receive full or partial funding depending on the number of grant applicants and the discretion of the Advisory Committee.
5. When money is expended, no further applications will be accepted.
6. Grant funds will be received via a funds transfer into the club's account. A club requisition must be completed prior to the use of funds. The 4-H Agent can then make purchases on behalf of the club, or receipts can be submitted for reimbursement. Any funds not used within 6 months of the awarded grant will be forfeited and returned to the 4-H Club Mini Grant account.
7. Clubs must submit a one-page project narrative and at least two photos showcasing the completed project to the 4-H Agent within 6 months of receiving funds.

Criteria for Awarding Funds:

1. A complete and accurate application must be submitted by the deadline.
2. Application is no longer than 2 pages.
3. Application must be the work of youth in collaboration with adults.
4. Application should address the needs of the club, community, and/or the 4-H program/project.
5. Application must show potential for increasing life skill outcomes for youth and community impact

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Club Name: _____

Name of Project: _____

Amount Requested: _____

Briefly describe how the money will be used.

Describe how this grant will benefit the club/project.

Briefly describe what life skills will be gained because of this proposal. (Use life skills wheel image included in this application.)

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Create a timeline detailing what must be accomplished in order to complete your club's project by the 6-month deadline.

| Month | Activities |
|----------------|-------------------|
| Month 1 | |
| Month 2 | |
| Month 3 | |
| Month 4 | |
| Month 5 | |
| Month 6 | |

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Date this was voted on at your club meeting: _____

Club Leader Signature: _____

Club President Signature: _____

4-H Life Skills Wheel

