



Application # _____
Year 09 _

MINNESOTA 4-H FOUNDATION

Helping Hands (Small Grants) Application

Application Deadline: February 1 for April 1 funding

Submit Applications to: Minnesota 4-H Foundation
McNamara Alumni Center
University of Minnesota Gateway
200 Oak Street SE, Suite 270B
Minneapolis, MN 55455
Fax: (612) 624-6905

This form is available as an interactive PDF (you will not be able to save it so remember to print out a copy for your records) or you may download the MSWord format from our website <http://www.fourh.umn.edu/foundation/smallgrant-application.html>.

ORGANIZATION INFORMATION

Name of Organization: _____
(CANNOT be an individual or a for-profit entity)

Name of Project: _____

Name of County: _____

Contact People: (you must have both filled in)

Adult _____

Address _____

City, State, Zip _____

Phone _____

Youth _____

Address _____

City, State, Zip _____

Phone _____

What type of application is this? (Check the one that applies.)

Club County Cluster/Multi-County Regional/District State

Have you applied for a grant before? _____ When? _____ Did you receive a grant? _____

For what amount? _____ If so, have you submitted an evaluation form for its success? _____

(Average awards between \$200- \$2,000)

Amount requested from the Minnesota 4-H Foundation: \$

PROJECT DESCRIPTION

1. **Name of Project:** _____
2. **Need for the project in your community:**

3. **Evidence showing young people want this project (you may include supporting materials):**
Examples: Voted on by the club, previous participation, letter of support from a young person

4. **Purpose/Goals (Why are you doing the project and what does the group expect to happen because you did the project?):**

5. **What are the major activities you will do?**

6. **How long will you be involved in this project?**

7. **Number of youth and adults participating in the program:**

8. **Evidence showing that adults are ready to support and give time to the project:**
Example: How are adults committing to the project and give an example of this.

9. **Demonstration of the connection with the University of Minnesota Extension Service.**
Example: Are you part of a 4-H Club, After-school 4-H project, County Extension program, etc., or are you working with Extension Staff?

PARTNERS/ COLLABORATION

List community agencies and organizations with whom you are working on this project and what they are providing (volunteer time, money, supplies, etc.):

Agency/Organization

Providing

- 1.
- 2.
- 3.
- 4.

(List additional partners as needed.)

EVALUATION

How are you going to tell if your project accomplished your goals and how will this project make a difference now and in the future for young people?

BUDGET

ALLOWABLE EXPENSES

All expenses incurred during the development and conduction of the program will be considered. HOWEVER, we do not encourage purchase of equipment, meals, trees, flowers, shrubs, and hardware type items without strong support that these are an essential part of the proposed program or not attainable elsewhere.

Budget for proposal:

A. Income: (describe in some detail on space between lines)

1. Income from local Extension office _____
2. Income from your local fund raising efforts _____
3. Income from your community businesses/agencies _____
4. Registration fees from participants _____
5. Other miscellaneous income _____
6. Income sought from State 4-H Foundation _____

7. Grand total revenue from lines 1 through 6 _____

B. Expenses we want to pay out of Foundation Grant: (describe in detail on lines below)

8. Curriculum (4-H publications, bulletins, books, etc.) _____

9. Promotional materials (printing, copying, ads, etc.) _____

10. Training Materials and expenses _____

11. Miscellaneous expenses _____

12. Technology, Equipment & materials* _____

13. Certificates & recognition _____

14. Food, Meals/snacks* _____

15. Trees, flowers, shrubs* _____

16. Transportation/Scholarships* _____

17. Hardware and supplies* _____

18. Grand total expenses total of lines 8 through 17 _____

*there must be strong support that these are an essential part of the proposed program or not attainable elsewhere.