



4-H FOUNDATION OF SONOMA COUNTY

PROJECT/EVENT GRANTS GUIDELINES AND FORM

The 4-H Foundation of Sonoma County sponsors a Grants Program designed to support and enhance the 4-H program. Grants are made available to 4-H Clubs and countywide projects, activities or events that will benefit the 4-H program. Available funds may vary from year to year. Grant requests will be considered twice a year with applications due on October 15 and February 15 of each year. Once again, the Foundation has budgeted \$10,000 for grant requests.

Any 4-H member, leader, project group or club may submit a grant request. Grant Request Forms are available at the 4-H Office.

The 4-H Foundation Scholarship and Grants Committee reviews each request based on its merit and in conjunction with the other grant requests received. All decisions of the Foundation Scholarship and Grants Committee are final.

Grant Requests will be considered for any 4-H project, event, or activity regardless of the scope or nature of the request. Funds will generally not be granted for payment of judges, or for expenses normally incurred in carrying out a project. In considering the requests for grants the committee will utilize one or more of the following criteria to aid in prioritizing the beneficiaries of the grants provided:

- Requests that are innovative,
- Projects, events or activities that provide educational or developmental benefits to the members and leaders involved,
- Provide recognition to the Sonoma County 4-H Program for achievement,
- Are county-wide in nature; however, local projects or events will also be considered for sponsorship,
- Include or impact the most individuals in scope,
- Projects that have special themes or areas of emphasis,
- Projects, events or activities that provide opportunities to “Make the Best Better” or to “Learn by Doing”.

Grant Requests for travel expenses will be considered when Sonoma County 4-H groups are representing our county in State, Regional or National events.

Grant requests for projects will be considered twice a year. **Completed Grant Request Forms should be postmarked no later than October 15th or February 15 of each year and mailed to the 4-H Foundation of Sonoma County, P.O. Box 1283, Rohnert Park, CA 94927.**

Upon the completion of each project or event, a written report must be submitted to the 4-H Foundation of Sonoma County at the above address and an oral presentation given to the Board at one of its regular meetings.

4-H Foundation of Sonoma County
Project/Event Grant Request Form

4-H members, leaders or others supporting the 4-H program are to use this form when applying for a grant from the 4-H Foundation of Sonoma County. Please see the Grants Program Guidelines for specific information regarding the program.

Due Date : Postmark on or before October 15th for Fall grants or February 15th for Spring grants.

Mail Forms To: 4-H Foundation of Sonoma County, PO Box 1283, Rohnert Park, CA 94927

Grant Requestor _____

Address _____

Club (or County Project) _____ Phone _____

Name project, activity or event: _____

Amount of money requested _____

Who will carry out the project, activity or event?

_____ Individual member

_____ Individual 4-H Leader

_____ 4-H Club members

_____ 4-H project Group

_____ Other (identify) _____

Describe your project, activity or event.

Briefly summarize you plan of action. This should include the how, where and by whom information.

Please outline your expected budget and timeline of activity.

Why should the 4-H Foundation fund your project, activity or event?

You may include any other materials that will help further describe your project, activity or event.

By signing below, you agree to submit a final written report with photos and the receipts for expenses by July 31 of the current 4-H year. You will be expected to make an oral report at a 4-H Foundation of Sonoma County meeting within the calendar year of your grant. You will be reimbursed for the money spent on this project, activity or event, up to the amount of the grant, after the 4-H Foundation receives the receipts for your expenses. All funds must be used by July 31 of the current 4-H year, unless approved in advance by the Grant Committee Chairperson.

Signature of grant requestor

Date

Signature of 4-H Leader

Date