

**UNION COUNTY FRIENDS OF 4-H ENDOWMENT FUND  
COMMUNITY BETTERMENT GRANT**

**Procedures and Information**

- If not applying as a 4-H club, individual applicant must be an active 4-H member enrolled in the current 4-H year.
- Additional pages of information may be provided with the application.
- Funds awarded will be distributed on a re-imbusement basis. All receipts for expenses will need to be submitted for re-imbusement.
- If receiving funds as a re-imbusement will prevent the completion of a service project, that information should be shared with the board at the time of application.
- Applicants are strongly encouraged to obtain in-kind assistance from local professionals and/or procure additional financial assistance through fundraising efforts. Those who meet these criteria have a higher probability of receiving funds from the Friends of 4-H Board.
- Service projects to be completed on public property must be approved by that entity prior to applying for this grant.
- Two presentations discussing the project will be required from the 4-Her (or club) upon completion of the service project. These presentations are to be presented to (1) the Friends of 4-H Board and (2) either the Union County Extension Council, local 4-H club, or community organization.
- Recipients are also expected to submit at least one press release about their project and this grant program to a local newspaper, radio station, publication, etc. within one month of receiving funds from the Union County Friends of 4-H Board.
- In the event that the project is not completed by the specified date provided on the application, a written update detailing the progress and steps to completion are required. This document should be submitted to the County Youth Coordinator by the ending date listed on the application.
- Long-term projects are encouraged to be broken down into phases (e.g. 2-4 phases) that are eligible for re-application of funds at the next funding period.
- Application must be received by the Union County Extension Office, on or before October 1 or March 1 of the current 4-H year. Signatures are required.
- Questions may be directed to the County Youth Coordinator at the Union County Extension Office.

**UNION COUNTY FRIENDS OF 4-H ENDOWMENT FUND  
COMMUNITY BETTERMENT GRANT  
2016-17 4-H YEAR**

Name \_\_\_\_\_ Age \_\_\_\_\_ Grade \_\_\_\_\_

Mailing Address \_\_\_\_\_  
\_\_\_\_\_

Email Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Name of your 4-H Club \_\_\_\_\_

Adult Mentor or 4-H Leader Name \_\_\_\_\_

*\*If this is a group project, please provide information for an individual contact in the above sections.*

Starting date of project: \_\_\_\_\_

Ending date of project: \_\_\_\_\_

Total cost: \$ \_\_\_\_\_

Amount of cost I/we will be able to assume: \$ \_\_\_\_\_

Amount of funding from another source: \$ \_\_\_\_\_

List those sources:

Amount requested from Union County Friends of 4-H Endowment Fund: \$ \_\_\_\_\_

Have you previously received financial assistance from the Union County Friends of 4-H Foundation?  
Yes \_\_\_ No \_\_\_ If yes, when and for what purpose?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**All questions must be answered for grant consideration.**

1. Please provide your objective (or goal) statement for this project or event.
2. If this is a request by an individual, please briefly describe your involvement in 4-H activities. If this is a request by a club, please briefly describe your citizenship activities.
3. Describe your project in detail. Include a comprehensive plan of what is to be done when and by whom, as well as a budget for the project. Who will be impacted by this service venture and what is the significance of the project's contribution to the community?
4. What are your plans to ensure that the results of this project will remain successful long-term?
5. If the full amount of your request is not awarded, what would you do? Would you find funds from another source, or would you not be involved in the activity or project?

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Signature of Project Mentor \_\_\_\_\_ Date \_\_\_\_\_

Signature of 4-H Leader \_\_\_\_\_ Date \_\_\_\_\_

Signature of County Youth Coordinator \_\_\_\_\_ Date \_\_\_\_\_

*Disclaimer: Not all applicants will be awarded funds. Preference will be given to those applications with detailed information/budget, a specific timeline for completion, demonstrated support from other entities, and a clear and obtainable objective that will benefit the community. The Union County Friends of 4-H reserves the right to change and interpret the foregoing rules and regulations at any time as may be deemed expedient.*

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2016-17**

**Required Criteria:**

- Yes  No Applicant is a current 4-H member or 4-H club.
- Yes  No Includes detailed project description
- Yes  No Includes objective/goal statement
- Yes  No Includes anticipated impact
- Yes  No Includes detailed budget and timeline for activities
- Yes  No Includes all required signatures

APPROVED  
AMOUNT AWARDED \$ \_\_\_\_\_  
 DENIED  
 APPROVED CONDITIONALLY  
(SEE COMMENTS BELOW)

**All of the above must be present for Grant Application to be further evaluated.**

*1=poor 3=average 5=superior*

**1      2      3      4      5**

**1. Rationale: 10 points**

- A. Clearly stated need that is to be addressed.
- B. Advances the 4-H and/or Union County Fair program(s)/facilities.


**2. Description: 15 points**

- A. The goals, objectives, activities, and procedures are complete and clearly stated.
- B. The methodology is appropriate to achieve the stated goals.
- C. Includes number of people impacted and significance of contribution.


**3. Timeline: 5 points**

- A. A clear, achievable and complete timeline is provided.

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**4. Project Evaluation and Accountability: 10 points**

- A. Addresses steps to be taken to ensure the long-term success or impact of the project/event.
- B. Secured support from a third-party sponsor for accountability of the project's success.


**5. Budget: 10 points**

- A. A detailed budget is included (e.g., gives details of anticipated expenses and other sources of funding for the project, if applicable).
- B. At least 50% of the necessary funding is obtained from other charitable parties, individuals, or through in-kind help.


**TOTAL: \_\_\_\_\_/50 points**

**Friends of 4-H Board Comments/Recommendations:**

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*Evaluation Date:* \_\_\_\_\_