**Proposals Due Jan. 31 - Grant Recipients Announced Feb. 15**

**Purpose:** The grant funds provided by the donors listed below should be used to enhance or expand program delivery and improve the quality of educational programs for 4-H youth and adults.

**Who Can Apply:** Extension Educators, 4-H Clubs, and 4-H Volunteers.

**Award Amount:** Funds may be awarded for a maximum of $500 each. There will be no limit on the number of applications per county, but no more than two grants will be funded on a per county basis.

**Selection Criteria:** For more information about our selection criteria, see proposal guidelines located on page five.

**Objective:**

* Encourage community service projects
* Enhance youth and adult leadership development
* Increase club development in after-school programs
* Strengthen project work through non-club programs, such as day camps, clinics, summer programs, school enrichment or other innovative methods
* Strengthen the 4-H clubs in the state of Oklahoma

**Additional Criteria:**

* Proposed project **must** include an evaluation component.
* Plan **must** provide recognition to the donor. In addition to providing publicity/recognition, it is important for grant recipients and program participants to communicate directly with the donor by sending thank you notes from participants, pictures of activities, evaluation results, etc.
* The Funds should be used for teaching supplies/educational materials. Funds can also be used to match other grants to further enhance learning projects, as long as the external partner is evident.
* Funds may not be used to support prizes, awards, award trips, clothing or meals unless food items are directly related to the project lesson. **[Requests for shooting sports programs must be rerouted through District Director for approval.]**

**The following donors provide funds:**

* + **Hille Family Foundation or 4-H Foundation**
  + **SW Dairy Center** (Promote Dairy or Dairy Foods)
  + **Oklahoma Pork Council** (Promote Pork or Swine Project)
  + **Derald Suffridge** (Leadership Projects for adult club volunteers)
* Some donors are pending, but you may apply for any listed above.
* Some funds must have particular program emphasis.

**\*\*\* Availability of grants may vary on a year to year basis. This variation is related directly to funding for the year in which the grant was applied for. \*\*\***

**Final Reports: Final Reports are due at the conclusion of the project, or no later than Dec. 1.** Use no more than two pages to explain how the funds were used, the number of people involved and project impacts/outcomes. **The reports and photos must be submitted electronically.**

In addition, please include:

1. Three or more photographs showing youth involvement.
2. Copies of news releases submitted to local media outlets and articles printed.

**Disbursement of Funds:**

* Funds will be distributed directly to the County Extension Office for use during the year to complete the grant as funded.
* Recipients should keep track of all expenses in case they are audited, but receipts will not be required with the final report.

**\*\* If we do not receive a final report by Dec. 1, your county will not be considered for grants the following year. \*\***

**2020 Oklahoma 4-H Enhancement Grant Application Form**

**Due Jan. 31**

***The application and budget must both be submitted for full consideration.***

Indicate the funding source you prefer: Hille, Pork Council, SW Dairy Center, Derald Suffridge:

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

Project Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Amt. Requested: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

County: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Local Club if a Club Proposal \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of contact person for the project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: (home) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip: \_\_\_\_\_\_\_\_\_\_\_Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I/we understand that a final report is required to be submitted to the Oklahoma 4-H Foundation by December 1. Grant proposals must include this page and be signed by a local administrator to be considered. Enhancement Grant funding received by this educator, county or volunteer in the past three years:

Year \_\_\_\_ Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Funding \_\_\_\_\_\_\_

Year \_\_\_\_ Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Funding \_\_\_\_\_\_\_

Year \_\_\_\_ Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Funding \_\_\_\_\_\_\_

Signature of Contact \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of CED \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Original must be submitted by Jan. 31**

By Mail: By Email:

Sarah Dunn Sarah.a.Dunn@okstate.edu

Senior Administrative Specialist

Oklahoma 4-H Foundation Additional Contact Information

205 4-H Youth Development Phone:

Stillwater, OK 74078 405-744-5390

Statistical Information:

1. Number of targeted participants expected to be involved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Ages of participants expected to be involved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Race/Ethnic background of participants (Optional)

\_\_\_\_ African-American

\_\_\_\_ Asian American

\_\_\_\_ Caucasian-American

\_\_\_\_ Hispanic American

\_\_\_\_ Native-American

**Oklahoma 4-H Enhancement Grants**

**Proposal Guidelines**

I. Use no more than two pages to clearly describe your project from conception to completion.

1. Program Objectives

-What is educational goal and why is it important to your program?

1. Action Plan

-What will you be doing and how will the grant funds be spent?

1. Explain your evaluation plan and tell how you will measure success of the project.
2. How will the project be promoted?
3. How will the granting agency be recognized?

II. Budget for your project must include:

|  |  |
| --- | --- |
| 1. **Estimated expenses by type and amount for this project (line item)** | **Amount** |
| 1. **Type and amounts of expected funding from other sources (list sources)** | **Amount** |
| 1. **In-kind contributions (source or item and amount)** | **Value** |
| 1. **Total funds requested from this grant (total of {A} minus total of {B})** | **Total Request** |