

St. Clair County 4-H Council Participation Fee Grant Guidelines

Grants will be awarded twice a calendar year:

- Due third Monday of February- Awarded at the March Council Meeting
- Due third Monday of October- Awarded at the November Council Meeting

Each grant period approximately \$2,250 will be awarded.

Guidelines for Grant Submissions:

1. Grant applications can be submitted by a project group, 4-H club, project leader which benefit their project, 4-H club or beneficial to the county 4-H program.
2. Participation Fee Grants are open to:
 - a. Seed money to start project/program/club
 - b. Expansion of an existing project area
 - c. Purchase/Update/Development of Curriculum Materials
3. When grants are being awarded the following will be taken into consideration:
 - a. Size/scope of project
 - b. Other funds available to group requesting grant
 - c. Paid participating fee for current year
4. Not covered in grants includes, but is not limited to:
 - a. Meals
 - b. Prizes
 - c. Hotels or lodging
 - d. Additional activities outside scope of grant
 - e. T-shirts, hats, etc.
 - f. Items that participants take home for their personal use
 - g. Maintaining/replacing equipment
 - h. Mileage will be determined on an individual grant basis
5. After awarding of grants awardees will need to complete the following within 3 weeks after event:
 - a. Follow Up Report
 - b. Check Request Form for reimbursement
 - c. Thank You Notes
6. Each group is eligible for one grant during the calendar year. If your grant application is not approved during the first grant period you can apply for the second period.