



County Mini-Grant Project Application

Applicant information

Applicant Name: _____
Org/Farm Name: _____
Address: _____
Phone numbers: _____
E-mail: _____

Legal status (check):

- Individual
 Unincorporated group
 For-profit corporation
 Nonprofit corporation
 Unit of government
 School or youth group (i.e.4-H, FFA)
 Other (please describe): _____

Type of project
(check all that apply):

- Farm to School Pilot activities
 Safe Routes to School Pilot activities
 Local Food System
 Promotion of Walkable-Bikeable and
Physically Active communities

Grantees are encouraged to identify projects that will build the capacity of their community to support future food and fitness activities.

Funding Request: The maximum grant request is \$_____.

Amount Requested: _____
Estimated total cost of project: _____
Estimated starting date: _____

Background and Description of Proposed Project. Describe how the funds would be used. Describe matching funds/labor. Attach additional information if necessary.

Expected Benefits of Proposed Project. Describe how this project will increase the production and/or consumption of local foods in northeast Iowa.

Applicant Signature: _____

Parent/Guardian Signature
(if applicant is under age 18): _____

Guidelines for County Partners

1. Applications are open to any organization or business in your county.
2. Applications are due to _____ (an FFI Partner) office by _____.
3. The selection process for the applications is to be determined by the Regional Team members (?). After applications are reviewed by the county teams, they need final approval by _____.
4. Upon approval, a Grant Agreement will be sent to the organization.
5. There is \$600 total to allocate in each county in 2010. Amount requested may range from \$100 - \$600.
6. Estimated Match may include dollar amount contributed to in-kind labor, supplies, other funds, etc., committed to complete the project.
7. After reviewing the grants, a summary of the grant awards should be sent to Winneshiek County Extension along with a copy of all the applications submitted.
8. The Regional Team will approve the grant awards at their meeting.
9. Upon receipt of the Grant Agreement, 100% of the award will be sent directly to the grantee by Winneshiek County Extension.
10. **Reporting by Grantee.** Grantee will make one final report to the Grantor. The *final report* submitted with cover letter and is **due October 1, 2010**, to Brenda Ranum or Ann Mansfield, Winneshiek Extension Office, 911 S. Mill St., Decorah, Iowa 52101. This report includes FFI activities to date, impact of each respective activity, digital photos of each respective activity, and an itemized list of grant funds expenditures and usages. Digital photos may be sent to ranum@iastate.edu or bkirkeby@iastate.edu.
11. **Publicity.** Any publicity offered through any media sources should include mention of the Northeast Iowa Food and Fitness Initiative as a partnering organization.
12. **Recordkeeping and Accounting.** Grant funds are to be expended by September 15, 2010. Grantor must keep records of activity and expenses for three years.

Northeast Iowa Food & Fitness Initiative County Mini-Grant Progress Report

Date:

Name:

Address:

Email:

Phone:

Grant Amount:

Final Project Cost:

1. How are you using the FFI County mini-grant? When answering this question, be brief, but as specific as possible.
2. What is the current status of this project/program?
3. Have you been successful in reaching the goals and objectives stated in your grant application and how you have measured your progress?
4. What do you consider your most notable accomplishments during the past year?
5. What were the greatest challenges/obstacles you faced during the past year?
6. What impact has this project/program had on your community?
7. Now that you have completed your project, do you intend to build on the results of this? Please describe.