

THE OHIO 4-H FOUNDATION

at The Ohio State University

Grant Guidelines

Thanks to the generous donors who give to our 4-H Foundation Endowment, the Ohio 4-H Foundation Grants Program provides 4-H professionals with much needed support in building the capacity for positive youth development programming, and to train and recognize volunteers that are so essential to delivering those programs.

Listed below are some general guidelines to follow when submitting grants to the 4-H Foundation:

1. All grants are for the calendar year specified.
2. Grant requests are expected to be at least \$1,000 and no more than \$10,000.
3. Grants may only be requested by 4-H educators we do not accept 4-H club grants. Multiple submissions from the same county or program must be ranked in order of importance.
4. Food and apparel requests must be part of a larger educational effort.
5. It is recommended that the grantee show in-kind or cost share in the grant application budget. It can show in-kind donations; financial support from their county, committees; or partners in their local community.
6. Your application, a detailed budget and the letter of acceptance and agreement must all be submitted or the application will not be accepted.
7. Deadline extensions are rare, and should be requested to the Foundation Manager via email.
8. Impact Reports are due 60 days after the completion of the project.
9. Impact Reports provide a summary of the grant and what was accomplished. The report should tell: who, what, where, why and how of the project and provide details of the outcomes. Photos are required. The amount spent on the grant that is reported on the Impact Report should agree with your Workday reports for your FD510 GF605354. A copy of the reports must be attached to this report.
10. If there are unused funds are in excess of 20%, they must be returned to the Ohio 4-H Foundation at the completion of the program.

Program Activities: All program activities will be performed as detailed and budgeted in the grant proposal, as presented and accepted by the Ohio 4-H Foundation.

Budget: If there are any unused grant funds, a plan of how those funds will be used needs to be sent to the foundation for review and approval. If the unused funds are in excess of 20%, they must be returned to the Foundation at the completion of the project.

