

Somerset County 4-H Association

4-H Fair Improvement Grant Application Guidelines

1. Applicants for 4-H Fair Improvement Grants must be 4-H Clubs, Fair Divisions, or Fair Tents.
2. Clubs must have sold wreaths or ads during the year.
3. The request for 4-H Fair Improvement Grants should be made to meet one or more of the goals of the 4-H Fair as stated in the Exhibitors Guide.
4. Other reasons for the request of 4-H Fair Grant Funding may include, but are not limited to; easing a financial burden on the club(s) involved, easing the work load of the volunteers involved, improving the health and safety of 4-H members or volunteers, improving the health and safety of 4-H animal projects, improving the security or display of 4-H projects, improving or initiating new activities or displays, or improving or initiating new methods of Fair management.
5. Groups wishing to continue successful programs may apply in consecutive years.
6. Groups requesting over \$100 should make every effort to contribute to their proposal.
7. Requests in excess of \$500, will be reviewed by a 4-H Fair Grant Funding Committee. During this review, a more detailed financial accounting and explanation of need will be required.
8. Any unused funds will be returned to the 4-H Fair Improvement Fund.

4-H Fair Improvement Grant Application Procedure

1. A written application for grant funding (see below) must be submitted to the Somerset County 4-H Association before July 15. Completed applications should be sent to:
Fair Grants, Somerset County 4-H Association
310 Milltown Rd., Bridgewater, NJ. 08807.
2. If this grant is for the use of only one club, a completed NJ 4-H Club Treasury Audit form must accompany this application. If there is money in the club treasury that you do not wish to spend on this proposal, please explain.
3. The 4-H Association will notify the applicant in writing that the grant has been approved or not and the amount.
4. The applicant will make purchases and send receipts to the 4-H Association and be reimbursed in a timely manner **OR**
5. The applicant may request a check made out directly to the supplier.

4-H Fair Improvement Grant Application: Date_____

Requested by _____
(club, division, or tent)

To pay for _____

Fair Goal(s) being met:
_____.

Other reason(s) for request _____.

Brief outline of plan to implement improvement

List expenses

item	amount
Total	

Group contribution \$_____.

Total amount requested \$_____.

If this request is over \$500, the 4-H Association will ask for a more detailed financial accounting and explanation of need.

Signature _____ (leader, chair, or superintendent)

This request is for the use of only one club and the audit is attached ____
we can not use club treasury monies because _____