

**New Jersey State 4-H Association
Application for Funds Granting**

Name _____

Date _____

Purpose of Application _____

Estimated Budget for Trip/Project/Conference
Expenses:

Air Fare \$ _____

Hotel _____

Meals _____

Auto Travel _____

Parking _____

Tuition/Registration _____

Other (list)

Total Estimated Costs _____

Less: Other Anticipated Funding _____

Funds requested from Assoc. _____

Please provide a narrative description of the trip/project/conference for which you are requesting funds:

I certify that this estimated budget is accurate and complete to the best of my knowledge.

Signature _____

(over)

New Jersey State 4-H Association Guidelines for Grant Funding

The New Jersey State 4-H Association provides financial support to 4-H'ers and 4-H volunteers to participate in trips, projects, conferences and other activities relating to 4-H. In order to evaluate each person's request for funding, the following guidelines are provided.

1. Applicants for grant funding must be NJ State 4-H club members, NJ State 4-H volunteers or NJ State 4-H Staff.
2. The project for which the application is made must be 4-H related or the applicant must represent 4-H in some manner.
3. This written application must be submitted at least a month prior to the next Association meeting, and if needed, you may be asked to appear at that meeting to answer questions about your application.
4. In addition to the written application, it is encouraged that requests be made in person before the Association. The Association President should be contacted in advance in order to modify the meeting's agenda.
5. The Association Finance Committee will review requests for grant funding in excess of \$500.
6. You must have appealed to your county association for funding before submitting this request to the NJ State 4-H Association.
7. Any unused funds obtained for this trip/project/conference will be returned to the funding source on a pro-rata basis.

