

White-Reinhardt Fund for Education

2011 Mini-Grant Program

A project of the



AMERICAN FARM BUREAU
FOUNDATION FOR AGRICULTURE

Guidelines and Application Form

The White-Reinhardt Fund for Education is a special project of the American Farm Bureau Foundation for Agriculture® in cooperation with the American Farm Bureau® Women's Leadership Committee. It was established to honor two former chairs of that committee (Berta White and Linda Reinhardt, leaders in the national effort to improve agricultural literacy) by enlarging ag literacy efforts across the United States. The mini-grant is one of two components of the fund.

Purpose: Mini-grants are offered to state and county Farm Bureaus in amounts up to \$500 for classroom education programs for grades K-12 to initiate new programs or expand existing programs to additional grade levels or new subject areas. The purpose of the fund is to support projects that will increase agricultural literacy.

Eligibility: Mini-grants are offered to state and county Farm Bureaus on a competitive basis with priority given to those programs demonstrating a need for financial support.

Application Guidelines:

- Mini-grant applications must be completed and submitted to the state Farm Bureau president, Agriculture in the Classroom coordinator or administrator for signature by **October 15, 2010**.
- Applications to the American Farm Bureau Foundation for Agriculture must be postmarked by **November 1, 2010**, for projects that are to be completed by **November 15, 2011**.
- Recipients of the grants will be announced by **early March 2011**.
- Those projects selected for mini-grants will receive one-half of the grant at the beginning of the project and the balance upon completion of the project and submission of a final written report to the American Farm Bureau Foundation for Agriculture.
- Both county Farm Bureaus and state Farm Bureaus in the same state are eligible to apply. Each county Farm Bureau may submit only one application for a county project. Each state Farm Bureau may submit only one application for a state-wide project in addition to any county projects (one per county).
- By submitting county applications, the state is verifying that the request originates with a **county Farm Bureau**.

- **Funding is not available for mileage, field trips, landscaping projects, butterfly gardens, wages and benefits, safety programs or one-time consumable products such as copying, paper, seeds, or meals.** The intent is to build capacity by funding items that can be used repeatedly.
- Grant payments can be made only to a state or county Farm Bureau. Payments cannot be made to individuals or to other organizations.

Selection Criteria:

A committee composed of Farm Bureau leaders and other individuals with a working knowledge of agriculture and/or education programs will evaluate the applications. All applications must be for agricultural literacy programs. This program is not to address farm safety issues or education.

Due to the large number of applications, all applications will be pre-screened for compliance with grant proposal guidelines. Any grant not meeting guidelines will be eliminated from the judging process prior to examination by judges. The following areas will disqualify:

- Applicant failing to follow directions
- Applications postmarked after deadline
- Smaller than 11 point font used
- Applications containing more than 4 pages
- Consumables in budget
- Applications that do not meet basic qualifications as an agricultural literacy program

All applications meeting guidelines will be evaluated by a panel of judges. Each evaluator will be asked to score the applications according to the following criteria:

1. The project creatively engages students in a way that encourages them to want to learn more about food, fiber and fuel. (25 points)
2. The project reflects a strong connection between agriculture and education. (20 points)
3. The project proposal reflects an organized plan for procedures and timelines for accomplishing the project goals. (15 points)
4. The project budget clearly defines the budget items and is cost effective in terms of the project parameters. (10 points)
5. The project proposal indicates how the project is compatible with the state learning standards and is likely to help meet those standards. (10 points)
6. The project proposal explains how this project would expand the current Agriculture in the Classroom effort, i.e. new grade levels or audiences, and/or new subjects. (10 points)
7. The proposal demonstrates need for mini-grant funding. (10 points)

Timeline:

- County Farm Bureaus must submit applications to the state Farm Bureau office postmarked by **October 15, 2010.**

- State Farm Bureaus must submit state and county applications to AFBFA postmarked no later than **November 1, 2010**. Please request confirmation of receipt by shipper. Applications may also be faxed to the AFBFA office by November 1, 2010.
- Announcement of winners will be **made in early March 2011** with payment of the first installment following notification of the winners.
- Acceptable final reports will include two to three single-spaced pages detailing the program implemented, activities conducted, project successes, number of students reached and expenditures. There is no formal report form to complete. Photos and/or newspaper articles would be appreciated. The completed program report should demonstrate how the grant assisted in completing the program or project the original grant proposal outlined. Project final reports should be submitted to the foundation, postmarked by **November 15, 2011**. Payment of the balance will be made by **December 15, 2011** if the goals of the proposal are met.

NOTE: To facilitate even distribution of funds, preference will be given to those counties/states that have not received successive grants in the past three years. Counties/states receiving grants successively in the past three years are not prohibited from applying and outstanding applications will still be considered.



AMERICAN FARM BUREAU
FOUNDATION FOR AGRICULTURE®

White - Reinhardt Fund for Education

2011 Mini-Grant Application Form*
(Please Type or Print clearly and complete the application in full)

Today's date:		County Farm Bureau®:	
APPLICANT INFORMATION			
COUNTY FARM BUREAU CONTACT Full Name:			
Last		First	M.I.
Farm Bureau Address:			
City:	State:	Zip:	
Phone:	Fax:	Email:	
State Farm Bureau Contact Person:			
Phone:	Fax:	Email:	
Person completing application:			
Phone:	Fax:	Email:	
PROJECT INFORMATION			
Briefly describe the project for which you are seeking funding:			
Amount requested (maximum amount per grant is \$500):		Target audience (age and/or grade levels):	

Explain how this project will creatively engage students in a manner that encourages them to learn more about the food and fiber system.

How does this project provide a link between agriculture and education?

List your action plans for the project including timeline for completion*:

Date:	Action:

Please list budget items and amounts (note guidelines for items not funded)*:

ITEM	AMOUNT BUDGETED

Why is the mini-grant needed for the project?

Indicate your process for aligning the project with your state learning standards*:

Explain how this project would expand the current Agriculture in the Classroom efforts (additional grade levels, audiences, new subjects, etc.):

Number of teachers and/or students you expect to reach:

Signature of applicant

Signature of state Farm Bureau President,
Administrator, or AITC program Coordinator

Please submit signed applications to:

American Farm Bureau Foundation for Agriculture®
600 Maryland Avenue, SW, Suite 1000W
Washington, DC 20024
Phone: 1-800-443-8456 Fax: 202-406-3756
E-mail: foundation@fb.org

Applications must be postmarked to AFBFA by November 1, 2010.
*This application may not exceed 4 pages with an 11 point font or larger.