

**University of Kentucky School of Human Environmental Sciences
Family & Consumer Sciences Programming
Mini Grant Request for Proposals**

INTRODUCTION

The University of Kentucky's School of Human Environmental Sciences in the College of Agriculture, Food and Environment is seeking proposals for projects and activities that support Family & Consumer Sciences Extension programming.

PURPOSE OF GRANTS

Family and Consumer Sciences Extension improves the quality of individual and family life through education, research, and outreach. This multidisciplinary field focuses on building assets of individuals and families to address the perennial problems faced across the lifespan. At the community level, Family and Consumer Sciences Extension prepares individuals for community and economic development and activity Family and Consumer Sciences Extension enables individuals and families to develop capacity for strengthening families and building community for an ever-changing society.

Proposals should focus on at least one of the following Family and Consumer Sciences Extension initiatives:

- Making Healthy Lifestyle Choices
- Nurturing Families
- Embracing Life as You Age
- Securing Financial Stability
- Promoting Healthy Homes and Communities
- Accessing Nutritious Food
- Empowering Community Leaders

Consideration will be given to proposals that:

- Increase collaboration across program areas for FCS-related activities
- Develop and/or expand FCS-related programs
- Purchase equipment and/or supplies that support existing or new FCS-related programs
- Provide professional development opportunities for extension personnel related to FCS subject matter

Proposals are limited to \$5000.00 per year and can be submitted by individuals and teams. Extension personnel may submit more than one proposal and be part of more than one team.

WHO CAN APPLY

Faculty and staff in the College of Agriculture, Food and Environment are eligible to apply for mini-grants. Applicants are encouraged to discuss their ideas with the FCS Assistant Director, FCS Program Leader, or project coordinator prior to submission. All Applicants must have committed and started working on SNAP-Ed match hours for FY2018.

PROJECT TIMELINE AND OUTCOME SUMMARY

Applicants must provide a projected start date and end date for project activities and describe their intended outcomes. Grant recipients are required to submit a final report describing the actual outcomes of their project, impact on FCS programming, and a Success Story based on their project.

FUNDING GUIDELINES

Because proposals may encompass a wide range of needs it is difficult to provide an exhaustive list of fundable items. However, the following items are not eligible for funding within the scope of this program:

- Food for participant consumption (other than samplings related to the project)
- Door prizes
- Décor
- Computers or other equipment deemed to not be project specific
- Salaried and other Labor Costs
- Items excluded by existing University of Kentucky purchasing policy including alcoholic beverages, cash donations, individual memberships, or sporting tickets. (See <http://www.uky.edu/ufs/business-procedures-manual>)

All awarded funds must be spent no later than June 15th. All receipts and other required documentation must be submitted no later than June 22nd to Whitney Rogers via email at Whitney.G.Rogers@uky.edu

Deadline for Proposals: Proposals will be accepted August 1st through May 15th as funding remains available.

Proposals should be submitted at least 30 days before funding is needed.

Please contact Whitney Rogers whitney.g.rogers@uky.edu, (859) 257-9446 with general inquiries.
All other inquiries may be directed to Dr. Jennifer Hunter

Proposal form is available online: <http://www2.ca.uky.edu/hes/internal/MiniGrant.htm>

**University of Kentucky School of Human Environmental Sciences
Mini Grant Proposal**

County: _____

Contact Person: _____

Email: _____

Project Name: _____

Yes No This is a team award.
Yes No All team members have committed and started working on SNAP-Ed match hours for FY18.

Individual/Team Member Name	FY18 Completed SNAP-Ed hours	Individual/Team Member's Project Responsibility

Statement of Need

(1000 characters)

Describe Project's Benefit to Family & Consumer Sciences Extension Programming

(1500 characters)

Description of Project Please provide a detailed outline of activities and the compelling need for items listed in your budget.

(2500 characters)

Signature of Contact Person

Date

District Director, Assistant Director, or Department Chair

Date

