



MANRRS Grant Program

Summary: The MANRRS Grant Program two categories are: (1) Travel Grant and (2) Program Enrichment to support MANRRS Chapters travel or programs agriculture-related to the society. Grants will be provided for, but not limited to – MANRRS National Conference or Region Clusters travel, pilot and existing programs, new innovative projects, and volunteer training. The grants will require a dollar for dollar cash match, in-kind match is acceptable.

Eligibility: Travel, projects or activities related to agriculture, related sciences, and natural resources – any MANRRS Chapter in good standing with the organization may **submit an application**, but all applications requires a signature and approval by a MANRRS Chapter Advisor(s) who is not registered as a student with the university. If multiple applications are submitted from a MANRRS Chapter, applications will be rank so the selection committee will know the MANRRS Chapter priorities.

Categories:

- (1) Travel Grant: Support travel to MANRRS National Conference and Regional Clusters
- (2) Program Enrichment: Any project or activity that involves learning about agriculture production, marketing, processing, career opportunities, or career preparation. Also includes projects that strengthen the understanding of agriculture, related sciences, and natural resources and its role in the economy and society, from beginning to advanced levels.

Criteria:

Grant Proposal Requirements:

- Be a chapter in good standing with the organization;
- Clearly defined goals and purpose;
- Addresses a significant need within the organization or community;
- Provides measurable impact of services on the target population or organization;
- Well-defined costs that are reasonable and realistic;
- Submit an academic year calendar of community service and program activities;
- Show proof of fund raising and donations from other sources;
- Have a cumulative GPA of 3.0 of the members in the origination that plan on traveling;
- A letter from a community member not directly afflicted with the chapter that can attest the impact that the chapter has on campus or the community;
- Grants cannot be used to establish a foundation from remaining funds; and



- Be submitted by MANRRS Chapter Advisor(s) who does not have a student status with the university

Timeline for grant funding:

Fall First Round	Spring Second Round
<ul style="list-style-type: none"> • Application Announcements Open: August 15th • Deadline for Applications: September 6th • Final Reports due: November 1st • Submissions are due at 11:59 PM PT of due date. 	<ul style="list-style-type: none"> • Application Announcements Open: December 1st • Deadline for Applications: January 15th • Final Reports due: March 15th • Submissions are due at 11:59 PM PT of due date.

Selection will be based on the following priorities:

- First priority will be given to new, innovative, and pilot projects or activities.
- Existing programs will be considered based on financial need.
- Prior grant reports have met the reporting requirements and deadlines.

Long-term plans: It's the intent of the committee for this grant program to be an annual funding opportunity to run with the fiscal program year (May 1st – April 30th).

Selection: A committee consisting of five (5) individuals will review and approve grant applications. The Committee will be made up of:

- One (1)-National Student Officer
- One (1)-Professional Officer
- Two (2)-Members of the Finance Committee
- MANRRS National Program Manager

Maximum grant amount: Chapters may submit to the Travel and Program Enrichment Grants, but will be awarded one grant.

- (1) Travel Grant: MANRRS Chapters will receive up to \$1,000
- (2) Program Enrichment: MANRRS Chapters will receive up to \$1,000

Note: Future amounts could change, but will be determined based upon the availability of funds received by the organization during its budget process each year.

Reporting: Funds awarded to chapters will require a follow up report indicating how funds were used by the given due dates.

Fall First Round	Spring Second Round
<ul style="list-style-type: none"> • Final Reports due: November 1st 	<ul style="list-style-type: none"> • Final Reports due: March 15th



FAQs

What kinds of projects can be funded? MANRRS is looking to financially support:

1. Leadership and Career Development training events/programs
2. Service-Learning projects/activities

***Note:** Funds cannot be used to support general operating funds or scholarships*

What is the maximum amount of the grant? Maximum amount of one chapter's annual grant award is up to \$1,000. Chapters may submit more than one application and receive one grant per academic year. If multiple applications are submitted from a chapter, the chapter is asked to rank the applications so the selection committee will know the chapter's priorities. Adjustments to the amount and policy of the grant program will be considered in future years based on feedback from the final report, chapters and MANRRS.

1. Travel Grant- Up to \$1,000
or
2. Program Enrichment- Up to \$1,000

***Note:** Future amounts could change, but will be based upon the availability of operating funds determined during the budget process each year.*

Matching funds: All grant funds shall be matched dollar for dollar with cash, in-kind and staff or volunteer time will be considered as a match. Volunteer time is based on the Independent Sector rate. The source of all matching funds must be identified in the application and confirmed on the grant report.

Where can I find the volunteering rate? MANRRS Chapters can review the new value of volunteer time rate at <https://independentsector.org/news-post/new-value-volunteer-time-2019/>

Partial funding: The selection committee will consider partial funding of an application if circumstances warrant.

Selection will be based on the following priorities:

- First priority will be given to new, innovative, and pilot projects or activities.
- Existing programs will be considered based on financial need.
- Resources or infrastructure that can be used long-term will be considered based on financial need.
- Prior grant reports have met the reporting requirements and deadlines.

Grant Funding Period: The intent of MANRRS is for this grant program to be an annual funding opportunity to run with the fiscal program year (May1st to April 30th).



Selection Committee: A committee consisting of five (5) individuals will review and approve grant applications. The Committee will be made up of:

- One (1)-National Student Officer
- One (1)-Professional Officer
- Two (2)-Members of the Finance Committee
- MANRRS National Program Manager

***Note:** On occasion, the Selection Committee may request additional information to assist in the evaluation process. Applications will be reviewed based on a point system. Decisions by the committee are final.*

Reporting: A follow-up report will be required by the application report due date detailing how funds were spent directly on the purpose for which they were approved. Awardees will not be eligible to apply for any future grant opportunities until all reports are current and accepted by the Committee.

How should I submit a grant proposal?

Submit the grant proposal application, budget, and question responses by visiting <http://info.manrrs.org/chapter-grant-program>. All applications should be signed by a MANRRS Chapter Advisor who is not registered as a student with the university.



MANRRS Grant Program Application

Using the following three areas, please complete this application to educate the committee about your project, its goals, who will be involved, what you want the results to be, why it's important to receive this grant, and any additional information you want to share. You may expand the space for any section as needed or provide additional information, however this application and all attachments cannot exceed a total of 4 pages.

MANRRS Grant Program Focus Areas:

- (1) Travel Grant: Support travel to MANRRS National Conference and Regional Clusters

- (2) Program Enrichment: Any project or activity that involves learning about agriculture production, marketing, processing, career opportunities, or career preparation. Also includes projects that strengthen the understanding of agriculture and its role in the economy and society, from beginning to advanced levels.

Funding can help an organization carry out its goals without imposing the requirement to develop activities directly attributable to the grant (i.e. Establishment of a foundation).

*******PLEASE CALL BEFORE SUBMITTING APPLICATION**

NOTE: The more details you can give within the application, the better understanding the selection committee will have of the program and need for the grant. Also, you **MUST** have a dollar-for-dollar match for the amount you are requesting.

Select a MANRRS Grant Program Category

Travel Grant Program Enrichment

Program Focus Area(s): _____

Title of the Project or Activity: _____

Applicant: _____ County: _____

Email: _____ Phone #: _____

MANRRS Chapter Advisor(s): _____

Email: _____ Phone #: _____

Amount Requested: \$_____ (not to exceed \$1,000)



If the grant is awarded, to what entity should the check be issued and mailed:

Payable to: _____

Name Mail to: _____

Address: _____

City: _____ State: _____ County: _____ Zip: _____

Sample Grant Proposal Budget: MANRRS Chapters are required to submit a budget by using the sample format in the application.

MANRRS

Grant Budget

Overall Budget

Item	Budg	Actu	Differenc
Transportation Total	\$500.00	\$495.00	\$5.00
Administrative Costs	\$250.00	\$325.00	-\$75.00
Contracted Services			\$0.00
Advertising			\$0.00
Travel			\$0.00
Misc			\$0.00
Total	\$750.00	\$820.00	-\$70.00

Administrative (printing, shipping, etc)

Item	Budg	Actu	Differenc
Printing			\$0.00
Shipping			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
Total	\$0.00	\$0.00	\$0.00

Travel (if applicable)

Item	Budg	Actu	Differenc
Airfare for ____ students			\$0.00
Lodging for ____ students			\$0.00
Transportation			\$0.00
Other (tab in last column of this row to add row)			\$0.00
Total	\$0.00	\$0.00	\$0.00

Grant \$750.00

Actuals (to be provided) \$820.00

Contracted Services

Item	Budg	Actu	Differenc
Speakers, presentation Fees			\$0.00
Rental of Room			\$0.00
			\$0.00
			\$0.00
Total	\$0.00	\$0.00	\$0.00

Adverstising

Item	Budg	Actu	Differenc
T Shirts for Chapter for exposure			\$0.00
Pins			\$0.00
Pencils and Pens			\$0.00
Notepads			\$0.00
			\$0.00
			\$0.00
Total	\$0.00	\$0.00	\$0.00

Miscellaneous

Item	Budg	Actu	Differenc
			\$0.00
			\$0.00
			\$0.00
Total	\$0.00	\$0.00	\$0.00



Please complete the following questions with a minimum of 250 words per question.

1. Is this a new or existing project?
2. Project or activity description:
3. Goals and objectives for your program/activity:
4. How many people will this program/activity impact?
5. Describe the financial need for this grant in order to provide this program/activity:
6. Source of matching funds (please provide details and if multiple sources identify each separately and amount):
7. Can you accept and carry out the project with partial funding? Please explain.

MANRRS Chapter Advisor(s) Signature: _____ Date: _____
(Electronic Signature Accepted)

For questions, please contact Dwane Matthews at 404-347-2975 or dwane.matthews@manrrs.org

Submission Deadlines

Fall First Round	Spring Second Round
<ul style="list-style-type: none">• Fall first round application announcements open: August 15th• Deadline for applications: September 6th• Final reports due: November 1st• Submissions are due at 11:59 PM PT of due date.	<ul style="list-style-type: none">• Spring second round application announcements open: December 1st• Deadline for applications: January 15th• Final Reports due: March 15th• Submissions are due at 11:59 PM PT of due date.

All applications must be submitted electronically to <http://info.manrrs.org/chapter-grant-program>.