



**2019 – 2020 Mini-Grant Program (up to \$750)**

Division: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Club: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

Current Club Membership \_\_\_\_\_

**Describe the current project for which you are requesting funding, and how it will benefit the community and/or its youth:**

**What goods or services will the funds be used to supply:**

**Who will benefit and how?**

**List ages and number of beneficiaries.**

**Is the Club contributing to the project? If yes, in what way? If no, why? Has your club previously participated in this project? If yes, then why are you requesting funds this year?**

What is your Club’s current Charities Budget? \_\_\_\_\_

Number of Sustaining Members in your Club? \_\_\_\_\_

Current year support of the Florida K Foundation? (\$) \_\_\_\_\_

**By signing below, you certify that you support the requested Mini-Grant application being requested. Please add additional any comments that you feel are pertinent on a separate page and attach to this application form.**

\_\_\_\_\_  
Print Club President Name

\_\_\_\_\_  
Print Foundation Trustee Name

\_\_\_\_\_  
Club President Signature

\_\_\_\_\_  
Trustee Signature

*Checks are sent to the Division Trustee unless otherwise specified.*

Send Check to: \_\_\_\_\_  
\_\_\_\_\_

Date Application Received: \_\_\_\_\_

Amount Requested: \$ \_\_\_\_\_

APPROVED: \_\_\_\_\_ Amount: \$ \_\_\_\_\_ Date: \_\_\_\_\_

President Signature: \_\_\_\_\_

## Mini Grant Guidelines

1. Mini Grants are awarded to clubs within the Florida District of Kiwanis that express an urgent need for funds by completing the grant application IN FULL, signed by the Club President and Division Trustee and forward to the [FloridaKiwanisFoundation@gmail.com](mailto:FloridaKiwanisFoundation@gmail.com)
2. The members of the Executive Committee and other Division Trustees selected by the Foundation President will review the applications and deem it acceptable in accordance with the guidelines provided herein.
3. Mini Grant requests must be \$750 or less and will be issued on a first come first served basis until any budgeted amount has been exhausted. Only one Mini Grant may be issued to any club per year.
4. Mini Grants should be used to assist a Kiwanis club within the Florida District of Kiwanis with a project that contributes to the achievement of the Objects of Kiwanis International, specifically, a project that enhances the lives of young children and youth in their community, in accordance with the mission of the Florida Kiwanis Foundation.
5. It is NOT a requirement that Mini Grant funds be used for capital expense, however the payment of salaries is not allowed. Travel expenses and one time expenditures may be included, but considering the restricted amount of a Mini Grant, such expenditures will only be considered in hardship cases and for the immediate benefit of youth. **Explain details on application.**
6. Mini Grants do not require that a club match the amount of the grant request. **Grants will not be approved if request is received after the project is completed.**
7. Mini Grants are intended to supplement funds and other resources secured by the applying club. Clubs that have substantial resources, in the judgment of the Officers and Division Trustee, wherein the applied for Mini Grant would comprise a very small percentage of their overall project budget, will not be considered for a Mini Grant. Priority for these awards is given to the smaller clubs, **of 35 members or less**, with limited service budgets.
8. Mini Grants should be made to supplement project shortfalls or unexpected expenses that fall outside the original scope of the project. Funds to sustain the functioning of a project on an on-going basis must be provided by a club or division. **If funds are to be used for projects that have been done before, appropriate reasoning must be given as to why.**
9. Preference in awarding Mini Grants is given clubs that have historically supported the Foundation through Annual Support Contribution, Caring Corner support gifts, Sustaining Memberships, Memorial Gifts, and Ralph Davis Fellow recognition.
10. These Guidelines assist the Officers in making informed decisions about the best use of Foundation funds to support clubs with worthy projects. Each Mini Grant request is considered on its individual merits, in the best judgment of the Foundation officers and trustees, in the best interests of the applying club, and principally within the mission of the Florida Kiwanis Foundation.