



NC STATE UNIVERSITY



NORTH CAROLINA AGRICULTURAL EDUCATION NORTH CAROLINA FFA

520 Brickhaven Drive · NCSU Box 7654 · Raleigh, NC · 27695-7654 · Tel: 919-515-4206 · Fax: 919-513-3201

Agricultural Education Program Improvement Grant APPLICATION

Complete all sections of this application and provide an original application, four (4) copies and a courtesy copy on CD or other computer storage device to North Carolina FFA Association, 520 Brickhaven Drive, NCSU Campus Box 7654, Raleigh, NC 27695-7654. Only typed or printed applications utilizing 11 point or larger Arial font will be accepted. Attach additional materials that will assist in the deliberation on this project. The left margin of any attached page must be at least one inch. All applications, attachments and other written materials received are public record, unless determined otherwise by court order or other applicable law. Please do not submit social security numbers, income tax information or other personal identifying information.

Project Goals

By providing grants to local agricultural education programs/FFA chapters in North Carolina, this project aims to secure a strong workforce for North Carolina's agricultural industry by:

- developing students who are college and career ready through agricultural education,
- providing resources for innovative hands-on teaching of 21st century relevant curriculum,
- improving sustainable program facilities, equipment and laboratories, and
- engaging students through experiential learning and leadership development.

Project Objectives

- Provide agricultural education improvement grants to local programs: The program will offer through an application process, at least 32 grants valued up to \$5,000 to improve local agricultural education programs. Funding will be used to improve local facilities, resources and programs.
- Encourage the economic stability of participants in the state's agricultural economy: Agricultural education improvement grant recipients will gain resources that will provide hands-on instruction for students using the latest agricultural technologies and resources.
- Improve local agricultural education facilities, equipment and laboratories: Funding will update and modernize resources available to local agriculture teachers.
- Recipients must show sustainability in order that funds will have the largest positive impact possible on student success.
- Program visits by state agricultural education staff will allow for evaluations of the program, provide suggestions for improvement, and record overall impact of the project.

DEADLINE FOR COMPLETED APPLICATIONS IS MONDAY, APRIL 2, 2012. All applications must be received in the North Carolina Agricultural Education/NC FFA State Office by 5:00 pm on Monday, April 2, 2012. Late submissions will not be reviewed. Grant recipients will be announced by May 31, 2012.

SECTION I: APPLICANT'S GENERAL INFORMATION

School Name: _____

Project Title (please limit to 5 words or less):

Grant Request: \$ _____ Total Project Cost: \$ _____
(Maximum grant request = \$5,000)

Grant Time Period (Beginning & Completion Dates): _____

Primary Project Contact: _____

Contact Title: _____

Mailing Address: _____

Physical Address (if different): _____

County: _____ Web site (if available): _____

Work Telephone: _____ Mobile: _____ FAX: _____

Contact Email: _____

PROJECT SUMMARY

In 100 words or less, summarize the project.

(Example: Project will fund the construction of a new 20' X 40' greenhouse for the Oak City High School Agricultural Education Department.)

SECTION II: PROJECT DESCRIPTION

Provide concise and informative answers in each of the areas below. The information provided in this section should provide a clear understanding of the project. Please provide responses to the areas below in a separate document. Please respond to each area in the same order as listed below. Please note that all applications will be reviewed and scored based on the accuracy and thoroughness of the application and on additional information that may be requested. It is vital that applicants ensure that **all** requested information is provided.

1. **Project Goals and Objectives** (no more than 1 page)

Describe in bullet-point form, the goals and objectives of this project.

2. **Expected Outcomes** (no more than 1 page)

- What will the project accomplish and what will be the short/long term impacts of the project?
- What evaluation method(s) will be used to measure these impacts?
- What will be the benchmarks for measuring the project's success?
- If the project is to continue beyond the grant period, describe how the project will continue to be funded and/or self-sustaining.

3. **Project Budget**

- Provide a detailed budget showing line item project expenses and revenues for the entire project. Describe line items paid by grant funds.
- If a grant application is approved for reduced funding, the NC FFA reserves the right to adjust the budget line items and/or amounts. Applicant will have the opportunity to review the revisions prior to signing the contract.
- Please note that 10% of the total grant amount will be held back and not paid to the grantee until the project is fully completed and a final report has been received by the North Carolina FFA.

4. **Intended Beneficiaries**

Please list individuals, groups, organizations, etc. that will benefit from the project.

5. **Matching Funds Partners** (no more than ½ page)

- Describe and include realistic value estimates of any in-kind contribution such as personnel, services, equipment, etc.
- For each additional funding partner/grant organizations, provide:
 - Name of the funding organization, contact name, phone number
 - Type of funding (grant, loan, private contribution)
 - Amount and date received and/or current status

6. **Timeline**

Attach a detailed timeline showing when significant events will happen during the project. Show the period during which the project will operate, when the requested grant funds will be used, as well as major milestones. Time should begin after June 1, 2012.

7. Project Impact Table

Economic Impact/Benefit Information

(provide estimated numbers – not all impacts will be realized by all applicants)

PROJECTED IMPACTS BY END OF PROJECT	
Jobs Created (Permanent/Temporary)	
Jobs Sustained (Permanent/Temporary)	
Students from Current or Former Tobacco Families Assisted	
Number of Students with Increased Educational Training and Skills	
Total Number of People Served (Students and Community)	
Acres of Farmland Impacted	
Volume and/or Value of Product Produced/Distributed Sold	
Dollars Leveraged from Other Sources	
Project Web Site Visitors (if applicable)	
Other (Explain)	
Other (Explain)	

8. Recognition *(no more than ½ page)*

Describe with specific details how the North Carolina Tobacco Trust Fund Commission will be recognized as a supporter of this project. Describe how the North Carolina FFA and North Carolina State University will be promoted as well. For example, website links, news releases, logos on printed materials, etc.

9. Reference Letter

Provide a letter of project support written and signed by the school principal on official school letterhead.

10. Additional Information:

Provide copies of any additional information that is relevant to the project proposal. Examples include feasibility studies, photos, site plans/architectural drawings, specifications on needed equipment, etc.

***Grant recipients will be required to submit quarterly project updates to the North Carolina FFA. Grant recipients will share project impacts, goals and objectives accomplished as well as a completed project impact table upon project completion with the North Carolina FFA.**

SECTION III: VERIFICATION

An authorized official of the organization MUST sign the following statements that will bind the organization to the representations made in the grant.

The funds granted by the Tobacco Trust Fund Commission and the North Carolina FFA will be used exclusively for the purposes for which they are granted.

The information provided in this application is correct and complete and the person signing this application is authorized to bind the applicant.

The Applicant assures the Commission and the North Carolina FFA that it will permit audits and site visits for the project described in this application.

The Applicant understands that this application and all attachments submitted with this application are public record.

The Applicant agrees to submit all reports and summaries to the North Carolina FFA by the established due dates.

School Name: _____

Signed By: _____ Date: _____

Print Name: _____

Title: _____

Witnessed By: _____ Date: _____

Print Name: _____

Please ensure that all sections of the application are complete and included for submission.

- | | |
|--|---|
| <input type="checkbox"/> Applicant's General Information | <input type="checkbox"/> Timeline |
| <input type="checkbox"/> Project Summary Statement | <input type="checkbox"/> Project Impact Table |
| <input type="checkbox"/> Project Goals and Objectives | <input type="checkbox"/> Recognition |
| <input type="checkbox"/> Expected Outcomes | <input type="checkbox"/> Reference Letter |
| <input type="checkbox"/> Project Budget | <input type="checkbox"/> Additional Information |
| <input type="checkbox"/> Intended Beneficiaries | <input type="checkbox"/> Verification |
| <input type="checkbox"/> Matching Funds Partners | |

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