



FINAL PROJECT: PATTY JOHNSON SEED GRANT APPLICATION FORM

Applications for course credit must be six pages in length.

1. Name:

Home (permanent) address:

Phone:

Email:

Select all that apply (double click to mark):

Applying for funding

Completing for credit

Note: If applying in collaboration with 2 or more people, list all applicants contact information (i.e. name, address, phone, email) in the same format for each person, in addition to clearly identifying one person as the primary contact for submission and communication purposes.

2. Title of Project:

3. Amount Requested: *(Note: If you are completing for credit and do not wish to apply for a seed grant, list the amount requested as “none”.)*

4. Goals and Objectives: Provide a description and explain the purpose of your project.

- Begin by conducting some research to educate yourself to obtain a deeper understanding of the community need. Then write an overview of the issue(s) your project will address.
- What work is already being done in your community in regard to this issue or issues?
- Describe in detail the proposed action you would take on this issue(s) through your project.

5. Timetable: Provide a detailed timeline, including project start and end dates.

6. Constituents:

- Who are your constituents for this project (those you intend to impact)?
- How will you involve constituents in the project?
- Describe the anticipated impact of your project on those constituents.
- Discuss the value of this project to the community.

7. Partners:

- Who else will you work with to implement the proposed project (e.g. community organizations, local public officials, etc.)?
- Who or what other agencies may provide support or direction as you work to launch your project?
- How does your project complement or duplicate services that currently exist within the community?

8. Obstacles:
 - a. Specify obstacles or challenges you may encounter while working to launch your project.
 - b. How might you address these obstacles/challenges?

9. Publicity: Explain the publicity tools you will use.

10. Outcomes and assessment:
 - a. List at least three measurable outcomes/results you expect to see upon your completion of this project.
 - b. Explain how you will assess whether your outcomes/results have been achieved.

11. Personal goals: Describe your personal goals for the project, including the professional and leadership skills you want to develop.

12. Income and Expenses: Provide a budget, listing possible expenses (i.e. publicity, printing/communication, food, transportation, etc.) and your plans for covering these expenses. List any anticipated sources of income, including (if applicable) a Patty Johnson Fund Seed Grant.

Example budget:

Expenses:	Total
<i>Speaker fee: 2 speakers @ \$100</i>	<i>\$200</i>
<i>Printing posters and programs</i>	<i>\$75</i>
<i>Refreshments</i>	<i>\$100</i>
<i>Total project expenses =</i>	<i>\$375</i>
<i>Income:</i>	
<i>Patty Johnson seed grant request</i>	<i>\$250</i>
<i>Community grant</i>	<i>\$125</i>

13. Additional requirement for participants registered for course credit: Write a one-page mock press release for an event that you might plan as part of your action project. Use material in your notebook to help you write it.

Application Review (optional): If you choose, you may send your proposal to Deb White at whitede@mnstate.edu for review and feedback by or before **June 20, 2011**.

Submission Information and Deadline:

Please email (*digital copy preferred, but not required*) or mail your Patty Johnson Seed Grant proposal by **June 30, 2011** to:

Email: **newleadership.seedgrant@gmail.com** (*digital copy preferred, but not required*)

Mail: NEW Leadership Patty Johnson Seed Grant Committee
 c/o Tri-College University – Renaissance Hall #110
 650 NP Avenue
 Fargo, ND 58102