

Center for Human Health and the Environment

Community Mini-Grant Program

Providing funds to assist community-based organizations in addressing environmental health issues

Description

The Community Mini-Grant Program provides funding to community-based organizations (CBOs) working to address environmental health concerns in their communities, by collecting information, utilizing citizen science, and/or providing education. Grantees will receive up to \$8,000. Funding can be used for supplies, venue rental, staff time, consultants, and more. Funding cannot be used for food or beverages.

Scoring and Selection Criteria

The following criteria will be considered:

- An environmental health issue is explicitly stated;
- CBO has a demonstrated interest in addressing local environmental health concerns;
- Community demonstrates need for the proposed activities;
- Sufficient support from CBO's organizational leaders (head administrator, etc.);
- Designated volunteers, and/or staff who can commit sufficient time to project;
- Technical merit of the application (provides specific details, addresses needs, etc.);
- Project's relevance to CHHE research themes;
- Project's geographic location.

Eligibility

Eligible organizations must be located within or serve North Carolina communities and meet the following requirements:

- Be a not-for-profit entity
- Submit (email or mail) a completed application by 5:00pm on November 15, 2018.
- Include resume of the project coordinator along with the completed application
- Implement the project within a 12-month period from the time of award
- Provide quarterly updates, submit a one-page final report
- Participate in an end-of-year presentation to CHHE members.

Submit Application to:

Katy May

kmay2@ncsu.edu

or

Katy May

Campus Box 7633 NCSU

Raleigh, NC 27695

For more information, contact:

Katy May at kmay2@ncsu.edu

919-515-2681

Name of Organization:

Type of Organization:

Organization Website or Facebook Page:

Mailing Address:

Name of Primary Contact:

Title of Primary Contact:

Primary Contact Email Address:

Telephone:

Name of Financial Official:

Title of Financial Official:

Financial Official Email Address:

Telephone:

How many paid staff members does your organization have?

Organization's Mission Statement:

What is your organization's annual budget?

Section 1: Project Overview

Project Title:

Brief project overview (Word Limit: 200):

Who is the community that your proposed project targets? Identify the specific needs, and explain how the project will meet the identified needs. (Word limit: 300)

Section 2: Organizational Experience

What is your organization's experience in addressing environmental health issues related to this proposal? (Word limit: 200)

Section 3: Timeline and Implementation Plan

What is your proposed timeline for project planning, implementation, and wrap up? Start date ~February 1, 2019. (*Note: a project does not have to last for the entire 12-month period.)

Quarter	Month	Activity
1	February	
	March	
	April	
2	May	
	June	
	July	
3	August	
	September	
	October	
4	November	
	December	
	January	

How will you conduct this project in your community? Provide a detailed plan. Describe proposed activities and events. Include how results will be reported back to the community. Discuss possible barriers, how you will address them, and desired impacts. (Word limit: 500)

Section 4: Budget

Please provide an estimated budget, not to exceed \$8,000. You may include a narrative explanation of items. Some example items are listed below. Insert rows as necessary.

Item	Amount
Include narrative explanations in each cell as you see fit.	
Total:	

Examples of Allowable Budget Items:

- Project supplies (folders, posters, etc.)
- Venue/space rental
- Local Travel

Note: Food and drinks are prohibited budget items.