

READ Pinellas, Inc. Mini-Grant Application 2021 - 2022

GUIDELINES

This grant is intended to fund expenses that cannot be met through the regular agency or organization budgets due to lack of adequate funds, budgetary prohibitions, or types of expenditures, etc. **Reimbursement** will be based on submitted receipts and disbursed to mini-grant applicants only. Approved applications will require an **End of Project Report** to be submitted within 30 days of the end of the project or by May 20, 2022, whichever comes first. During the membership year, any READ Pinellas member may apply for one or more mini-grants, as long as his or her grand total does not exceed \$500. Applications are subject to board approval and availability of funds. **Mini-grants can only be submitted during the following time periods:**

**Submission Dates: September 1 – 15, 2021
 January 5 – 19, 2022
 March 23 – April 6, 2022**

To apply for this mini-grant, you must be a current member of READ Pinellas. Members may submit more than one mini-grant during a calendar year, as long as the total expenditures do not exceed \$500 (unless otherwise noted below).

Please check the grant category for which you are applying:

Educational Materials or Supplies
Up to \$500 per year limit

Instructional Software/Hardware
Up to \$500 per year limit

Recognition/Awards Ceremony
Total Limit \$100
**Food Limit - \$50 Publix Gift Card;
Only one application per member
per year - if funds available**

Instructionally - related Incentive Items
Up to \$250 per year limit

Other - Up to \$500 per year limit
Contact Anne Morgan (727-588-6326)

APPLICATION INFORMATION

Application Date: _____

Applicant Name: _____

Individual Member _____ Organizational Member _____

PCS School and Site or Organization Affiliation: _____

Address: _____

Telephone: _____ Email: _____

Title of Mini-Grant Proposal: _____

Population to be served by project: _____

Request funds for start date: _____

Project end date: _____

Number of individuals expected to benefit from this project: _____

Individuals are: Students _____ Volunteers/Tutors _____

PROPOSAL SUMMARY (Overview of plans / goals of project):

METHODS (Describe plans for implementation – methods to achieve goals):

EVALUATION (Measurement of success of project):

RECOGNITION (How will READ Pinellas be recognized for their contribution? Examples: Agenda, Program, Social Media, Event Announcement):

TOTAL FUNDS REQUESTED (See page #1 for maximum in this category); describe specifically How these funds will be used:

By submitting this proposal, I am certifying that my site administrator has been informed of my intention to apply for this mini-grant.

Signature

Date

Receipts must be submitted and funds must be expended by May 20, 2022.

The number of grants approved in a fiscal year will be determined by availability of funds.

Submit completed application form to: readpinellas@outlook.com (preferred) or mail to:
Read Pinellas, Inc. P.O. Box 53 Largo, FL 33779