

Student Leadership and Service Service Mini-Grants

COVER SHEET

The Office of Student Leadership and service is pleased to announce the availability of mini grants to help pay for service projects across campus. The purpose of the grants is to encourage service among students, faculty, and staff.

Guidelines

- Awards will be given for a minimum of \$25 and a maximum of \$100.
- Applications will be accepted throughout the year until funds are exhausted.
- Applications must be submitted at least 30 days prior to the start of the event/project.
- Funds will be disbursed as a reimbursement process and applicants must provide receipts to be reimbursed.
- Applications must include both a proposal and a budget.
- A committee consisting of faculty and staff will make final decisions on funding.
- Completed applications must be emailed to volunteerservices@meredith.edu.
- Applicants must also complete the Service and Philanthropy approval form and have the project approved before receiving approval for mini grant funding. The Service and Philanthropy approval is available on the Student Leadership and Service website at: <http://www.meredith.edu/students/leadership-service/serviceprograms.htm>.
- Applicants who are awarded funding must turn in a completed Project Report within 30 days of completing the event/project in order to receive reimbursement for expenses. This report should be emailed to volunteerservices@meredith.edu.
- Applicants may use the funds to raise money or donations for a community agency. However, the mini grant funds may NOT be given directly to the agency.
- Funds may NOT be used to raise money for a student organization.
- Funds may NOT be used to cover the costs of t-shirts or gifts.

Eligibility

- Any student organizing a group project.
- Any student organization coordinating a service project for the organization
- Any faculty/staff whom have been trained in service-learning who are coordinating a service project for his/her course.
- Any faculty/staff organizing a group project not affiliated with a course.

Don't forget that you can also apply for SAF funding for large projects involving the whole campus.

PROPOSAL

Please send completed applications to volunteerservices@meredith.edu.

Date:

Primary Contact Name:

Email:

Phone:

Please select:

- Student
- Faculty
- Staff

Project Title:

Project/Event Date: Event Location (if applicable):

Project Description:

Will it be continuous or a one-time event?

- One Time
- Continuous

Social Issue Involved:

How will the project benefit the community?

Approximate number of Meredith faculty/staff/students involved:

What are your plans for publicizing the project and including members of the Meredith Community? What plans do you have for publicizing the project/event off campus (if needed)?

Community Agency:

Community Agency Contact Name:

Community Agency Contact Email:

Community Agency Contact Phone:

Amount Requesting: \$

Account to be Reimbursed (if paying through an organization or department account):

Have you applied for other funding for this project? Yes No

