

# Forsyth-Cumming Optimist Club

## *Mini Grant*

Title of Project \_\_\_\_\_

Date of Application \_\_\_\_\_

Applicant Information:

Name (printed) \_\_\_\_\_ (signed) \_\_\_\_\_

Telephone # \_\_\_\_\_ Email \_\_\_\_\_

“A Friend of Youth” is the Optimist motto and the request for a grant should pertain to the Club’s purpose. Submit 2 copies of the grant application. Do not list people’s names within the body of the application. Keep the information pertinent and yet concise. Submit your request directly to a Club member or mail it to the following address:

Forsyth-Cumming Optimist Club  
Mini Grant Committee  
PO Box 111  
Cumming, GA 30028

The application should provide the following information, using additional pages for the information you supply.

1. **Project description:** Who will be the target audience or recipients of this project? Why have you chosen this project & what do you want to do? Will this be an ongoing project or a onetime activity?
2. **Objectives:** What are your goals? What type of growth do you expect the participants to achieve? Your objective needs to be realistic in terms of methods, leaders, space, time and participant involvement.
3. **Procedure:** How will your objectives be obtained? What specific project activities are planned? Be practical and relate your procedure to the objectives.
4. **Materials and Budget:** Itemize and describe all materials or staff needed. Research costs to include specific items and cost of each budget item. If you need more money than you are granted, how will you fund this project?
5. **Evaluation:** How will you measure the effectiveness of this activity/project?