



## MISSION STATEMENT

The Family Support Network of Eastern North Carolina, provides emotional support and resource information to families of children with disabilities, chronic illness, premature birth and to parents who have experienced the death of a child

## **REQUEST FOR PROPOSALS: 2009 FSN-ENC MINIGRANTS**

September 1, 2009

The Family Support Network of Eastern North Carolina (FSN-ENC) Mini Grant Program is designed to provide funding to the educational community for equipment and/or materials to help a child or children with special needs. This year we will accept grants up to \$500. The grant selection is very competitive so please be as specific as possible in your application.

Grants will be awarded for equipment or materials to be used in the classroom and/or at home by a child or children with special needs. Selection criteria will include evidence of need; other funding sources attempted; number of children/families that will benefit; potential for reuse of equipment; and how the proposal relates to the mission of FSN.

The application deadline is **October 21, 2009** Applications are to be completed in MS Word format using the Application Form below and email as an attached file to:

**[fsnenc@gmail.com](mailto:fsnenc@gmail.com)**

**Please note: Grants are available for Pitt County teachers only.**

For questions or to obtain further information, you may contact FSN of ENC at 252-328-9332, or by mail at  
CDSA, Attn: Mini-grant Committee,  
Irons Bldg.,  
Oglesby Drive  
Greenville NC 27858

FSN of ENC Mini-Grant Committee will review applications. Funding decisions will be made and applicants will be notified by **November 16**. If you are a recipient of a mini-grant, you will be required to attend the FSN-ENC preview party free of charge at the Greenville Convention on the evening of **December 4, 2009**. Checks will be awarded at that time and photographs taken. Award recipients agree to being interviewed and photographed, and to submit a brief year-end report summarizing how the funds were used.

**IF YOU RECEIVED AN AWARD IN 2008 YOU MUST SUBMIT A SUMMARY REPORT BY OCTOBER 1, 2009 TO BE ELIGIBLE FOR THE 2009 FUNDING CYCLE.**

**FAMILY SUPPORT NETWORK OF EASTERN NORTH CAROLINA  
2009 MINI GRANT APPLICATION**

Name of Applicant \_\_\_\_\_ Position \_\_\_\_\_

E-mail address: \_\_\_\_\_ Telephone \_\_\_\_\_

Organization \_\_\_\_\_ Administrator/Principal \_\_\_\_\_

Name of School/Facility \_\_\_\_\_

Address \_\_\_\_\_

Number of Children \_\_\_\_\_ Ages \_\_\_\_\_ Area of Specialty \_\_\_\_\_

Have you received a FSN mini-grant in the past (what year)? \_\_\_\_\_ Amount? \_\_\_\_\_

**I. Project Summary:** (Include type of children served; specific needs and how this funding will help; and how the funding relates to the mission of FSN-ENC.)

**II. Funding Requested**

Total amount requested: \$

Is this the total cost? **Y / N** If no, how will other costs be funded?

List other funding sources approached and the outcome:

**III. Program Description**

1. Have others helped with this application? If yes, give names and positions:
2. Will other teachers or agencies be collaborating on this project? If yes, give names and positions:
3. How will the equipment/materials be used (At home? At school? Re-usable? How often?):
4. Do your children/students have special needs (communication, cognitive, motor, social-emotional, vision, hearing)? How would the equipment/materials enable your children/students to participate more fully in the classroom?
5. How will the family benefit from the project and equipment/materials?

**III. Attach an itemized budget. Include a photocopy of the items requested and purchasing information with tax and shipping cost.**

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If funded, I (the grant applicant) agree to be interviewed and photographed, and to attend the FSN-ENC Festival of Trees Preview Party on December 5 for the purpose of being publicly recognized for my Project and to receive the grant award. I also agree to allow my Project and photograph to appear in local news publications, FSN-ENC website, and to submit a brief follow-up report to the FSN-ENC Board of Directors at the end of my Project.

\_\_\_\_\_  
Signature of grant applicant - date

\_\_\_\_\_  
Signature of chief officer - date

**Family Support Network Eastern North Carolina (FSN-ENC)**  
**Application Process**  
**Due October 21, 2009**

*This is for your use only, do not include this sheet in application package.*

- 1) Email [fsnenc@gmail.com](mailto:fsnenc@gmail.com) of intent to apply for funding by October 1, 2009
- 2) Request application from [fsnenc@gmail.com](mailto:fsnenc@gmail.com)
- 3) Completed application due by 5 p.m. October 21, 2009.
- 4) Submit **one paper copy** of the completed application to:  
Family Support Network Eastern NC  
CDSA, Irons Bldg, Oglesby Drive  
Attn: Mini-Grant Committee  
Greenville NC 27828

And

Submit one copy of completed application via email and/or floppy disk/CD to FSN-ENC

Email: [fsnenc@gmail.com](mailto:fsnenc@gmail.com)

or

Family Support Network Eastern NC  
CDSA, Irons Bldg, Oglesby Drive  
Attn: Mini-Grant Committee  
Greenville NC 27828

**Application must be received with one hard copy and one electronic or disk copy.**

- 5) Application has appropriate original signatures on paper copy.  
The electronic or disk copies do not require signature since it is on the hard copy.
- 6) If you received a Mini-grant in 2008, you must submit a summary of how funds were spent by October 1, 2009 to be eligible for the 2009 funding cycle.