

MCBA Grants Committee Procedure

General

The grant application period will start on January 1st of each year and run until March 15th. Grant applications will be reviewed by the Grant Committee and approved by the MCBA Board. MCBA Board approved grants will be awarded no later than April 15th.

Grants are not automatically renewable, but organizations may reapply after a hiatus of one year. There will not be any multi-year grants.

Grants will be awarded on a competitive basis.

Grants requests shall be for no less than \$200 or more than \$1500, and the MCBA Board may choose to award a lesser amount than requested.

Grant proposals must further one or more of the objectives of the MCBA concerning the art and science of beekeeping.

The Objectives of the MCBA Grants Program are:

- To disseminate information on beekeeping information and modern, practical apiary management.
- To provide those interested in honeybees a forum to discuss beekeeping and provide beekeeping education.
- To promote the scientific study of honeybees, honeybee pollination and honey production.
- To foster an appreciation of the economic and ecological importance of the honeybee.
- To provide or better environmental conditions by providing or increasing pollinator habitat.

Eligibility

The following types of organizations are eligible to apply for grants: Non-Profits, Social Organizations, Clubs, Educational Institutions, organizations involved in improving public spaces, scout troops, and other groups that will use the grant to further our objectives. If the applicant is a minor, a responsible adult must sponsor the grant and is required to oversee the grant.

For profit organizations are not automatically excluded from applying for grants, but favor will be granted to other organizations who more closely fit the description above should there be competing applications.

Applications

Applicants must not be MCBA members or close relatives (spouse, child) of a MCBA member, due to our 501(c)3 status which prohibits a party realizing gain through their membership.

If a MCBA member is a paid employee, officer or board member of an organization that is applying for the grant, the nature of that relationship must be disclosed in the application. The intent is to avoid the perception of nepotism or favoritism.

Preference will be given to applicants that reside or have operations within the MCBA membership area, which includes Montgomery, Bucks, Chester, Delaware, and Philadelphia counties.

Applications must be completed and received no later than March 15th to be considered for a grant in that calendar year.

Requestors must provide an organizational background including a list of executive leaders, e.g., Officers and Board Members, a mission statement or equivalent, history of other funding, if applicable. The applicant must describe how receiving a MCBA grant will provide an impact to their project. Please note, grant funds cannot be used for the purchase of bees.

Applications must describe the scope of the project, the timeline, the budget, the reasons that it would advance the objectives of the MCBA, the number of people to be involved, and an itemization of costs and materials. Applications should be sent via email to: the Grant Committee Chairperson at MCBA.grants@gmail.com

An interim written report on the project's progress will be due 6 (six) months after the grant has been awarded, and awardees will be required to make a final written report on their project one year after the grant has been awarded. Applicants must also be willing to issue a joint press release with the MCBA regarding the grant.

Application Steps

1. Fill out the application as thoroughly as possible.
2. Return the application with any supporting documents to MCBA.grants@gmail.com
3. Applications will be reviewed by the MCBA Grant Committee and recommend those grants deemed worthy to the MCBA Executive Board for approval. If the MCBA Grant Committee has further questions regarding the application, they will reach out to the applicant before the deadline.
4. All grant requestors will be notified of the grant status no later than April 15th. Funds for approved grants will be distributed no later than May 1st.

MCBA Grant Application

Section 1: Applicant Information

Applicant's Name:			
Applicant Organization Name:			
Applicant's EIN or Tax Exempt Number (if applicable)			
Applicant Mailing Address and Contact Information:	Street		
	City:	State	Zip Code:
	County:		
	Telephone:		
	Email:		
Organization Type:	<input type="checkbox"/> Non-Profit	<input type="checkbox"/> Educational Institutions	
	<input type="checkbox"/> Social Organization	<input type="checkbox"/> Organization Involved in improving Public Spaces	
	<input type="checkbox"/> Club	<input type="checkbox"/> Scout Troop	
	<input type="checkbox"/> For Profit Entity	<input type="checkbox"/> Other (Please specify) _____	

MCBA Grant Application

Section 2: Organization Background

List of executive leaders, e.g., Officers and Board Member (if applicable) (Please attach other pages as needed)

Organization Mission Statement (Please attach other pages as needed)

History of other funding, if applicable (Please attach other pages as needed)

How will receiving a MCBA grant provide an impact to the project (Please attach other pages as needed)

Section 3: Project Information

Project Scope (Please attach other pages as needed)

Project Start Date:		Grant Request Amount ¹	\$
Project End Date:			

What objectives of the MCBA will this advance and why. (Please attach other pages as needed)

People involved and
roles:

Itemized list of costs and materials: (Please attach other pages as needed)

I hear by attest that all information given in this application is true. Failure to provide truthful information may result in forfeiture of the grant and may result in legal action against persons and organizations specified in this application

Signature of Authorized Person:

Print the name of person signing and date

¹ Grant requests must be between \$200 and \$1500.