



2019 Mini-Grant Application Cover Page

Date: _____

Name of Project _____

Name of Organization _____

Address _____

City _____ State _____ Zip _____

Contact Person _____ Title _____

Phone _____ Email _____

Have you ever received funding from NAMI Rome? Yes ___ No ___

If yes, when and for what purpose? _____



2019 Mini-Grant Process and Application

Thank you for your interest in the NAMI Rome Grant Program. We plan to offer ten grants up to a maximum of \$500 each.

To have your proposal reviewed and to be considered for one of our grants, you must follow these instructions:

- Use the provided application form when submitting your proposal
- Assure your proposal reaches NAMI Rome by the grant deadline of June 1. Mail to: NAMI Rome, 3 Central Plaza, Box 317, Rome, GA 30161.
- Confirm willingness, should you be awarded the grant, to submit a narrative to include photographs of your project to be published in the NAMI Rome newsletter and to be featured on the website, www.namirome.org.
- Complete your funded project by the end of the calendar year.
- Submit financial documentation of expenses.

All applications will be reviewed and you will receive notification of status. Grant money is awarded upon approval of the NAMI Rome Board of Directors.

Proposal Submission Guidelines

Relation to Mission (maximum one page): Describe the purpose of your organization, the project, and how this project relates to the National Alliance on Mental Illness mission statement.

Purpose of Grant (maximum one page): Give your statement of need or problem to be addressed. Describe the target population (numbers, gender, ethnicity, and age) and how they will benefit.

Project Description (maximum one page): Include a description of project goals/objectives, expected outcomes and how they will be evaluated—quantitatively and qualitatively. Indicate timelines when appropriate.

Budget: Describe costs involved with the project, including total cost and amount requested from NAMI Rome. Identify any other funding support, as well as, in-kind support. Give complete item descriptions and costs of purchase to be made.

Award: Recipients will receive the grant funds (up to \$500) up front.

Expense Report: Include the following in your report: period of grant and a list of expenses that match the items in the proposal.

NOTE: If there are remaining funds NAMI Rome may either request a refund of the unspent funds or request a proposal to use the unspent funds