

Horizon and Rising Sun Grant Application



The Missouri FFA Foundation Horizon and Rising Grants are designed to help Missouri's high school agriculture education programs prepare the workforce to meet the future needs of the Missouri agriculture industry.

The Horizon Grants support updates or improvements needed for existing high school agriculture education programming. Schools may ask for \$10,000-\$20,000 in funding for projects that will enhance, replace, or expand existing facilities, equipment, lab supplies, curriculum, etc. The Horizon Grant requests should include at least a 50% local match (For example: Updating the school's existing greenhouse is going to cost \$22,000. Up to \$11,000 may be requested of grant funding and the other \$11,000 must come from local sources.)

The Rising Sun Grants support the launch of new high school agriculture education programs or new to the school agriculture education programming/classes. Schools may ask for \$25,000-\$50,000 in funding for facilities, equipment, lab supplies, curriculum, etc. A 25% local match is required. (For example, starting a food science course that includes meat processing and commercial food preparation, production, and preservation will cost \$66,000 to purchase the curriculum, and to build and outfit the labs. Up to \$49,500 in funding can be requested but the other \$16,500 must come from local sources.)

The 2024 Horizon and Rising Sun Grants have been made possible due to generous support from the State of Missouri and the Missouri Department of Agriculture.

Important Details & Instructions:

- Applications must be submitted via email and postal mail.
 - Email applications by 10 a.m. Friday, June 21, 2024 to foundationinfo@missouriffa.org.
 - Mail three copies of the application and budget forms, along with one copy of the Statement of Understanding to: Missouri FFA Foundation, 3610 Buttonwood Drive, Suite 200, Columbia, MO 65201. Mailed applications must be postmarked by June 21.
- When saving the application, please rename the document to include your school's name at the beginning of the document name.
- Please refer to the scoring rubric for details to include when answering questions about the proposed project. You may also email Heather Dimitt-Fletcher, Missouri FFA Foundation Director at heather@missouriffa.org with additional questions.
- Include the Budget, Budget Justification, and Statement of Understanding with your application.
- Only one application per school district may be submitted each year.
- Award notifications will happen on or before July 31.
- Awarded funds will be paid out as a reimbursement. *A report of project results, along with a financial report of all income and expenses (including receipts for expenses), and at least five project photos will be required to start the payment process.* The project report form will be emailed out by March 2, 2025. Reports must be submitted by March 31, 2025.
- All applications will be pre-screened for the following requirements:
 - Applications must address at least one need and/or align with the strategies outlined in the 2020 study entitled *Workforce Needs Assessment of Missouri's Food, Agriculture and Forestry Industries* which can be found at: <https://extension.missouri.edu/media/wysiwyg/Extensiondata/Int/BusinessAndCommunity/Docs/WorkforceNeedsAssess-ExecSummary.pdf>.
 - Applicants/schools must have an approved Agriculture Education Program as determined by the Missouri Department of Elementary and Secondary Education's Agriculture Education division prior to being selected as a grant recipient. *
 - Applicants/schools must not have outstanding reports due to the Missouri FFA Foundation or the Missouri Department of Elementary and Secondary Education's Agriculture Education Division. This includes grant/funding reports, FFA roster and CCQI. *
**Case by case exceptions may be made for schools newly approved or with all paperwork filed pending approving by DESE.*

Horizon and Rising Sun Grant Application

School Name:

School District Name:

Teacher(s) First and Last Name(s):

Teacher(s) Email Address(es):

Teacher(s) School Phone Number:

Teacher(s) Alternate Phone Number(s) (i.e. Mobile or Home Phone Number):

County/Counties to Be Served by This Project:

For which grant type are you applying? (Please circle your answer)

Horizon Grant (request amount \$10,000-20,000)

Rising Sun Grant (\$25,000-\$50,000)

Grant Application Narrative

Project Summary

Briefly summarize your project and why it's a good fit for either the Horizon or the Rising Sun Grant program.

Project Details

1. What is the community need addressed by the project? (Be sure to identify the community served in this situation, i.e. a specific town, a specific county, an area of the state, etc.) Why was this particular solution chosen over another solution?
2. Do you have a signed letter of recommendation from your school's agriculture education advisory committee regarding this project? (Please be sure to attach the letter with your application.)
3. How does the project align with the needs and/or strategies outlined in the 2020 report entitled Workforce Needs Assessment of Missouri's Food, Agriculture and Forestry Industries.
4. Describe who will benefit from the project. (Will the project serve high school students, adult students, and/or help local employers train employees, etc.? How many people in each category will be impacted by the project per year? Approximately, how many years will this impact happen? Etc. Explain how you've determined all projections.)
5. What are three measurable student learning goals you have for the project? How will you evaluate student learning to determine if goals have been reached?
6. What is the timeline for the project? (Ideally, projects would be completed within 9 months from award notification. Be sure to include when instruction and evaluation related to the project will start.)
7. What is the plan to sustain the project in subsequent years after receiving funding from the Missouri FFA Foundation? (Be sure to include an estimate of the cost to sustain the project in subsequent years.)

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For Rising Sun Grant Applicants Only

1. Describe similar projects that your school or agriculture education program has completed.
2. Do you have a signed letter(s) of recommendation from your community's Chamber of Commerce, Regional Economic Development group, local employers, etc. for the project? (Please be sure to attach the letter(s) with your application.)

Grant Application Financial Details

1. Use the budget template form (the Excel document) to complete the proposed project budget.
 - a. Acceptable expenses in the project budget include construction costs, lab supplies, machinery, equipment, tools, curriculum, and similar items.
 - b. Both Horizon and Rising Sun Grant Applications require a local match. Horizon Grant proposals must have at least a 50% local match, while Rising Sun Grants should have at least a 25% local match.
 - c. The local match portion of the project cannot come from another Missouri FFA Foundation grant or from other State of Missouri funds (For example teacher salary that is reimbursed by DESE cannot be used as match, nor can Enhancement Grant or 50/50 funding be used as match.)
2. Write a budget justification. (The budget justification is a narrative providing the specifics of how your budget was developed.)
 - a. Explain your calculations for your costs. (For instance, if you indicate that it will cost \$1700 to install a misting system in your greenhouse, then explain if that cost is the average after contacting three different suppliers or if you can only use a specific system and that's the cost for it.)
 - b. For each source of match that you included, please describe the status of receiving funds from that additional source. (For instance, if you list a business in your community as a source of match for \$5,000 worth of tools, please explain if the match is a cash match or an in-kind match. Have you already received the donation or when will you receive it? If it was an in-kind donation, how did you assess its value?)
3. If the local school district is providing matching funds for the project, please submit a letter of commitment from your building principal or district superintendent indicating that those funds will be made available to the project should the proposal be funded.

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Statement of Understanding

Teacher Statement

If the proposal that I submitted is funded, I agree to the following:

- Funds will be spent as specified in the budget in the timeline specified. (Requests to amend the budget or scope of the project must be submitted in writing to the Missouri FFA Foundation and approved before changes are made.)
- I will submit a written impact report and photos of the project to the Missouri FFA Foundation.
- I understand that approved projects will be funded via reimbursement. As such, I will save and submit receipts of expenses incurred for the proposed project.
- I understand that if funds are not spent according to the grant application my school/district may not receive any of the approved amount from the Missouri FFA Foundation.
- I have prepared this application and certify that the records are complete and accurate; and I hereby permit the use of any information included in this application for publicity and/or for donor/sponsor updates.

Teacher Initials/Signature:

Date:

(By signing your name, you are agreeing to the conditions in the Statement of Understanding)

Building Principal/District Superintendent Statement

If the proposal from my district is funded, I agree to the following:

- Funds will be spent as specified in the budget in the timeline specified. (Requests to amend the budget or scope of the project must be submitted in writing to the Missouri FFA Foundation and approved before changes are made.)
- I understand that approved projects will be funded via reimbursement. As such, I understand that receipts of proposed project expenses must be saved and submitted to the Missouri FFA Foundation, along with a written impact report and photos of the projects before any payment will be sent to my school/district.
- I understand that if funds are not spent according to the grant application my school/district may not receive any of the approved amount from the Missouri FFA Foundation.
- I have read this application and certify that the records are complete and accurate; and I hereby permit the use of any information included in this application for publicity and/or for donor/sponsor updates.

Building Principal/District Superintendent Signature:

Date:

(By signing your name, you are agreeing to the conditions in the Statement of Understanding)