Purdue Ag Alumni Association
Grant Program Guidelines

*Please Email Seth Harden, sethcharden@gmail.com with any questions

Grant Descriptions:

**Project Grant**
Non-Matching Grant of $250 or less.

The Project Grant is designed to fund short term, small, or one-time projects.

**Initiative Grant**
50:50 Matching Grant of up to $750.

The Initiative Grant is designed to fund long term, complex, or on-going projects. Student organizations are required to match 100% of the funds provided by the Ag Alumni Grants Program. Matching funds can be sought from other student organizations, corporate sponsors, individual donors, other grants, etc. Initiative grants can be $250 or less.

Grant Eligibility:

1. A student organization applying for the grant must be a Purdue University recognized student organization and affiliated with the College of Agriculture.
2. Projects and Initiatives must be developed, organized, and implemented by students, with only supplementary assistance from faculty and staff.
3. Student Organizations are eligible to apply for one Ag Alumni Association Grant per semester.

Grant Applications will be accepted on a rolling basis and can be submitted to the Purdue Ag Alumni Office (PFEN 107).

Grant Application Process:

Grant Applications should include the following and no more.

1. Completed Grant Application Cover Sheet
2. Thorough and detailed answers to all grant application questions in two pages or less.
3. One letter of recommendation from an Advisor or Supporting Faculty/Staff Member
4. Signature Accepting Terms of Grant Reporting (as outlined in **Required Reporting**)

Additional documentation and detail may be requested by the judging committee at any time during the application process and duration of the grant period.
Judging Criteria:

1. All applications will be reviewed by the Student Relations Committee or a Sub-Committee of the Purdue Ag Alumni Association.
2. Applications must be complete and include all 4 items outlined in the Grant Application Process.
3. Need for funds, uniqueness of the project, scope of project, and collaboration with other organizations (student or non-student) will be strongly considered in the judging process.
4. The judging committee can choose to award the full or a partial amount of the grant funds requested in the grant application.
5. Applications for projects or initiatives previously funded by the Ag Alumni Grant Program will be considered, but prioritized lower than new projects or initiatives.

Notification of funding will occur no more than 2 weeks after the grant application deadline.

Funds are expected to be spent or used within 2 semesters of funding notification.

Required Reporting:

As certification of completion of projects or initiatives funded by the Ag Alumni Association Grant Program, student organizations receiving the grant will be required to submit a 2 page report outlining, but not limited to the following, after completion:

- Measured Results
- Major Accomplishments
- Details of Collaboration with other organizations
- Improvements to be made and next steps

Contents of these reports are released to the Ag Alumni Association, Purdue University, and the College of Agriculture to be used in recruiting, marketing, and informative materials.

Student organizations with exceptional or revolutionary projects may be asked to make a presentation to the Ag Alumni Board and other College of Agriculture administrators. These presentations have no impact on future grant funding.

Failure to submit this document, to the suitability of the committee, will result in the student organization being ineligible for receiving grant funds from the Ag Alumni Association Grant Program indefinitely and/or action to retract funds.

A signature at the bottom of the cover sheet ensures receipt and acceptance of these terms of reporting.