

SOMERSET COUNTY PROBATION DEPARTMENT OFFERS MINI GRANTS

Somerset County Probation is offering mini-grants up to \$500.00 per grant to do service projects that benefit or enhance the community. These grants are the result of profits generated by the Community Service Recycling Program.

The grants are available to any non-profit community group or organization from Somerset County. The projects must address a community need, no matter how small, and must be implemented in Somerset County. Projects need to utilize a community service crew of adults and youths. The projects must have a realistic budget, solid action plan, and a timetable for completion.

It is essential grant applications meet all key elements in order to be considered for funding. These grants are competitive due to limited funds and will be selected by the Community Service Board and approved by the Somerset County Commissioners.

In order to continue these grants, residents of Somerset County are encouraged to drop off their recyclables at one of the following locations: Somerset Wal Mart, Rockwood Community Park, Hidden Valley Maintenance Building, Berlin Municipal Garage, Salisbury Borough Building, Ursina Borough Building, Meyersdale – former borough building or Conemaugh Township Municipal Garage. Glass, aluminum, and tin cans are accepted.

For information and/or a grant application call Vicki Rascona-Saylor at 814-445-1686 or download an application on the Somerset County website:
<http://www.co.somerset.pa.us>.

All grant applications during this award period are due by May 16, 2012. Grant awards will be announced on or before May 31, 2012.

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SOMERSET COUNTY PROBATION
PROPOSAL GUIDELINES

Funds/Labor Available For Community Projects:

Somerset County Juvenile and Adult Probation is offering awards, up to \$500.00 per mini-grant, to do service projects to benefit your community.

Eligibility

Any non-profit community group or organization from Somerset County.

How Grant Money May Be Used:

Mini-grants may be used for direct operation of a new or existing project, materials and supplies.

How Grant Money May NOT Be Used:

1. Salary or wages.
2. Direct donations to other organizations.
3. Overhead costs.
4. Capital items, such as computers or office equipment.
5. Projects that will have been completed before grants are awarded.

Qualifications For Funding:

1. Projects must address a community need.
2. Projects must be planned and implemented in Somerset County.
3. Projects must integrate a community service crew of youth and/or adults.
4. Projects must have a realistic budget, solid action plan and a timetable for completion. All projects must be completed by November 30, 2012.

Where To Send Application:

Mail completed application to:

Somerset County Probation Department
Attn: Vicki Rascona-Saylor
300 North Center Avenue
Suite 100
Somerset, PA 15501

Application Due Date: May 16, 2012

Members of the Somerset County Probation Community Service Board will review all applications and eligible candidates may be subject to an interview.

Awards will be announced on or before **May 31, 2012.**

Proposals must meet all key elements in order to receive funding. Since there are limited funds, grants are competitive and submission of a proposal that meets all of the listed requirements does not necessarily guarantee funding.

Community Project Ideas:

Building or expanding a playground,
Renovation of public parks or trails,
Restoration of Historical sites,
Or any other projects that would enhance the community.

SOMERSET COUNTY PROBATION
COMMUNITY IMPROVEMENT GRANTS

Name of group or organization: _____
Name of contact person: _____
Address: _____

Telephone: _____

PROJECT DESCRIPTION

What is your project idea?: _____

_____ (attach additional sheets if necessary)

Where is the exact location of your project?: _____

How will your project benefit the community?: _____

How will you involve the Probation Department's Community Service youth and adults in the implementation of your project?: _____

When would you like to see this project initiated?: _____

When do you anticipate the completion of this project?: _____

ACTION PLAN

What needs to be done? Describe the specific steps and/or stages of your project and resources needed for each stage (i.e. supplies, materials, equipment, labor, transportation, etc.)

Stage	Materials and Supplies	Responsible Party	Time Period Required to Complete Stage

PROJECT BUDGET

Total Project Cost: _____

Has any amount been raised or donated?: _____

Total amount requested from grant monies: _____

Stage	Quantity Needed	Cost Per Item	Total Cost	Purchased From

Submitted by: _____ Date: _____