

MASSACHUSETTS STATE GRANGE
OPPORTUNITY GRANT PROGRAM
SUBORDINATE AND POMONA GRANGES
Revised as of July 8, 2023

PURPOSE:

The purpose of the Opportunity Grant Program is to assist Subordinate and Pomona Granges with funding to implement and conduct projects or programs that increase the viability and visibility of the Grange in the community(s) the Grange serves. This grant program addresses programs not associated with existing grants and loan programs, such as Grange Hall Grant Program, Loans, Agriculture Education Grant Program, etc.

APPLICATION PROCESS:

There will be two application periods annually. The first application deadline February 15th and the second application deadline June 15th. Any Grange in good standing has the opportunity to apply once per year. Grant proposals must be postmarked before the application deadline. Please mail or email the proposal to the State Grange Secretary.

PROPOSAL SPECIFICATIONS:

Criteria

1. Proposals may support an original program or project.
2. Increase the viability and visibility of the sponsoring Grange.
3. Project may be in collaboration with other organizations but must include Grange involvement (multiple Granges could collaborate on larger projects).

Proposal Submissions

1. Written proposal detailing the program or project and indicating how the program or project meets the above criteria. The written proposal should include explanation of the following:
 - a. The purpose and goal of the project or program.
 - b. Timeline of activity.
 - c. Participation of Grange members, community members and/or other organizations.
 - d. A detailed budget outline and sources of additional funding if any.
2. Written proposal not to exceed 8 pages.
3. Letters of support or recognition of collaboration by other participating organizations (if appropriate).
4. Signature of the President or Secretary of the applying Grange indicating the Grange has voted to sponsor and support the proposed project (including the date the vote was taken).
5. List of contact information for project leader - this will be the primary point of contact.

Use of Funds

1. Funds can be used for:
 - a. Advertisement and/or the development and printing of promotional materials.
 - b. Project materials, supplies or rental of equipment.
 - c. Event expenses such as speakers, catering and special services.
 - d. Other expenses related to the proposed program or project.
2. Use of funds must be outlined in the proposal.
3. Funds cannot be used to pay people to participate in any project or programs or to pay the Grange or Grange members to work on or participate in the proposed program or project.

Funding:

The Opportunity Grant Program will be funded by the annual budget of the Massachusetts State Grange. The amount of individual grant awards will be based upon the amount of funding requested, the scope of the proposal and the total number of grant requests received.

Notification of Receipt of Grant Proposal:

The State Grange Secretary will acknowledge receipt of the grant proposal and review the proposal for completeness.

Proposal Review:

The State Grange Executive Committee will review the proposal and may request additional information. The Executive Committee reserves the right to decide whether or not to fund the program or project and whether to fund the program or project in part or in whole.

Notification:

Once the decision is made by the State Grange Executive Committee, the State Grange Secretary will send a letter to the project leader notifying the Grange of the decision. The letter will include the amount of grant funds awarded.

Report of Project:

A report on the program or project is due to the State Grange Executive Committee within two weeks of the completion of the project. The report is to include:

1. An overview of the success of the project.
2. Approximate number of participants.
3. Copies of publicity or promotional materials used (if appropriate).
4. Explanation of the use of the grant funds awarded. Any grant funds not used for the approved project or program must be returned to the State Grange with this report.

Granges should solicit local press to cover the projects or programs the Grange holds. Granges are also encouraged to submit articles to the State Grange News about the project or program.

THE MASSACHUSETTS STATE GRANGE RESERVES THE RIGHT TO SHARE THE RESULTS OF ALL PROGRAMS OR PROJECTS SPONSORED FOR PUBLICITY AND COLLABORATIVE PURPOSES.

Contact Information:

Questions about this grant program or questions regarding how to write up a proposal should be directed to a designated representative of the State Grange Executive Committee.