

NYSAF Development Fund Grants

Goals:

- Promote education to enhance public understanding of the role of professional foresters in forest resources management.
- Conduct forest policy activities.
- To strengthen NYSAF and associated chapters in achieving the mission of the Society.

Project Ideas:

Project proposals must meet at least one of the goals listed above. Proposals could include but are not limited to:

- Public outreach and education. [forestry field days, museum displays, education programs for teachers, communications programs, or media relations programs (field tours, letter writing campaigns, etc)].
- Legislative events. [legislative field tours, breakfasts, luncheons, or visits by SAF members].
- Local unit support. [special professional development opportunities (guest speakers, joint organizational meetings), website development, membership recruitment/retention, or leadership training].

Deadlines:

Grant applications must be made to the NYSAF Executive Committee before the following deadlines:

January 1

July 1

Other Criteria:

- The project must be sponsored, supervised, or organized and involve the active participation of NYSAF members.
- Projects must contain a strong communications plan that includes:
 - Providing press releases and other notices to external audiences and media.
 - Notifying members and others in the natural resources community about the project.
 - Sharing the outcomes of the project with members through such media as the NY Forester or NYSAF Website.
- The proposal must clearly demonstrate the capability and enthusiasm as well as realistic timetable, budget, and methods to ensure the successful completion of the project.
- Projects must be completed within one year of approval.
- At the completion of the project, an evaluation will be submitted to the Executive Committee. The evaluation should include a write-up, photos, news clippings, etc. The evaluation is due 60 days after completing the project. Twenty percent

- of the funds will be withheld until the evaluation is submitted. After 60 days, any unclaimed funds will be forfeited.
- Special consideration will be given to first time proposals and to projects that include substantial matching funds. NYSAF Development Fund Grants will generally be limited to less than \$1,000.
 - Each Chapter will only be eligible for funding of one project per year.

Proposal:

Must be typed and include the enclosed information form.

- Summary of project: A brief explanation outlining the goals, purpose, and outcomes of the project.
- Objectives: List the major points that are being communicating to the audience and how the objectives meet the goals of the NYSAF Development Fund.
- Target audience.
- Methods: Describe the methods that will meet the objectives listed above. Also include how NYSAF will be involved and how the project will be communicated to others.
- Describe how NYSAF will be connected to and credited for the project.
- Budget: Provide a complete budget including the overall project budget and how the requested funds will be spent. Also list any project cosponsors or copartners.

NYSAF Development Fund Grant Application

Project Title: _____ **Date Submitted:** _____

Expected Completion Date: _____

Project Manager:

Name: _____

Address: _____

Phone: _____ **Fax:** _____

Email: _____

Amount Requested: _____

See attached for complete explanation of project.

Project approved disapproved by NYSAF Executive Committee on

_____, for the amount of \$_____.

Certified by: _____

80% Funds disbursed by: _____ **Date:** _____

Project Evaluation Received by: _____ **Date:** _____

20% Funds Disbursed by: _____ **Date:** _____