

TO: 4-H Youth Development Extension Educators  
FROM: Steve McKinley ([mckinles@purdue.edu](mailto:mckinles@purdue.edu), 765-494-8435), 4-H Extension Specialist  
DATE: March 1, 2018  
RE: "Indiana 4-H Takes a Bite Out of Hunger" Community Service Project Funding Proposals

We are pleased to announce that the Indiana 4-H Foundation will provide funding for county 4-H Community Service Projects in 2018. The focus of these funded projects will be to **address local community hunger and food insecurity issues**.

A minimum of 10 projects will be funded statewide for a maximum of \$750 each. 4-H members have long been recognized for the valuable service they provide to local communities, and these funds will further enhance their opportunities to do so. Any Indiana 4-H group consisting of youth members is eligible to apply for these funds.

Funds will be available through the attached competitive proposal process that is due **April 30, 2018**. Approved projects will be notified by May 11, 2018. Funds must be spent and accounted for with the Indiana 4-H Foundation by October 1, 2018.

Once funds are approved for 4-H Community Service projects, up to \$750 will be available for the event on a cost reimbursement basis. Applicants will provide the appropriate receipts and documentation to the Indiana 4-H Foundation for reimbursement. Funds need to be matched dollar-for-dollar, meaning that the 4-H group will secure local funds, products, and/or services equal to or greater than the value of the dollars requested in the funding proposal.

Purdue Business Office policies will apply regarding reimbursement of items. Please note that taxes spent on the purchase of goods cannot be reimbursed. If your county is able to pay for the purchases through the ED Fund to benefit from the county's tax-exempt status, this is the most efficient way to proceed. Once the reporting requirements are completed, receipts can be submitted to the Indiana 4-H Foundation, and the county ED Fund will be reimbursed accordingly. Another option would be to purchase items through a County 4-H Council (or similar organization) that has state sales tax-exempt status. If neither of these options will work in your county, please contact us so that we can determine the best course of action.

Once the 4-H Community Service project is completed, applicants will submit a written report detailing the project and its results (see attached). Included in the written report will be anecdotal evidence of the impact that the project has had on the community and its participants; photographs of the project; and a financial report detailing the expenses incurred in the project, along with a description of how the 4-H Foundation funds have been matched with donations and/or contributions. These reports may be submitted as soon as the project is completed, but no later than **October 1, 2018**.

The 4-H Foundation is providing a great opportunity for 4-H groups to obtain funds to support to **address hunger and food insecurity in the local community**. We look forward to receiving your proposal!

