



## South Shore Community Partners in Prevention

### South Shore Community Partners in Prevention Community Health Network Area (CHNA 23)

Serving the Communities of:

Carver ■ Duxbury ■ Halifax ■ Hanover ■ Hanson ■ Kingston  
Marshfield ■ Pembroke ■ Plymouth ■ Plympton ■ Rockland

## 2019-20 Mini-Grant Application Instructions

This request for funding is for a maximum mini-grant award of \$3,500.

Mini grants will be reviewed four times a year. To ensure timely review of your application, please submit grants by the following deadlines. South Shore Community Partners in Prevention steering committee members will review the grants each quarter.

<b>Fall:</b>	Applications due October 15th (Funding notifications November)
<b>Winter:</b>	Applications due January 15th (Funding notifications February)
<b>Spring:</b>	Applications due April 15th (Funding notifications May)
<b>Summer:</b>	Applications due July 15th (Funding notifications August)

### Application Instructions

- Please use a 12-point font, single-spaced text, and a 1-inch margin on all sides.
- Answer each question completely and concisely. Page limitations for each question are provided below. All questions in the application are weighed equally.
- Send applications to the CHNA 23 Coordinator, via e-mail at [CHNA23@gmail.com](mailto:CHNA23@gmail.com) or by mail to United Way of Greater Plymouth County, 934 W. Chestnut Street, Brockton, MA 02301, ATTN: CHNA 23
- The SSCPP Steering Committee may require you to be available during the review of your application either in-person or via telephone.

### Eligibility

- The proposed project must benefit one or more of the 11 communities in the South Shore Community Partners in Prevention Community Health Network Area (CHNA 23). Please see the list of communities on the page header above.

### Additional Requirements

- Successful applicants will be invited to send a representative to a SSCPP meeting to receive the mini-grant check and to provide a brief (5 minute) overview of the project.
- Mini-grant funds must be spent within one year of the award notice.
- Please plan to present your project outcomes at a SSCPP meeting at the conclusion of the project.
- A written outcomes project report is required. A template for the report can be found on our website.
- Events, materials, and other communications that are associated with the project funded by this mini-grant must acknowledge support from South Shore Community Partners in Prevention. The following is suggested language: *[Project Name] is funded [in part] by a mini-grant from South Shore Community Partners in Prevention, Community Health Network Area (CHNA 23).*
- A press release on the initiative is also required. Please send a copy of the press release to [chna23@gmail.com](mailto:chna23@gmail.com).