



“REQUEST FOR FUNDS FORM”

SUBMIT “REQUEST FOR FUNDS FORM” REQUIRED ATTACHEMENTS TO:

Southeast Research and Extension Center
ATTN: Christina Franklin, SREC District 4-H/Admin. Support
1071 County Road G Room D
Ithaca, NE 68033-2234

SUPPORT:

Bob Meduna (SREC 4-H Extension Educator) / 402-624-8064, rmeduna1@unl.edu
Randy Cash (GNBC-Grants) / 402-624-8018, rcash2@unl.edu
Christina Franklin (SREC District 4-H/Admin. Support) / 402-624-8094, christina.franklin@unl.edu

FESTIVAL ORGANIZER: _____

PHONE NUMBER: _____ EMAIL: _____

FESTIVAL ORGANIZER COST OBJECT NUMBER: _____

FESTIVAL LOCATION: _____

FESTIVAL DATE(S): _____

FESTIVAL – TOTAL NUMBER OF STUDENTS: _____

_____ **Program Name: “Ag Literacy Festival”**

_____ **Target Audience: 3rd and/or 4th grade students**

_____ **Curriculum Utilized - developed by the Agricultural Literacy 4-H Signature Outcome Team**

- The materials are available at <https://unl.app.box.com>.
- 15-20 minutes per lesson (script, PowerPoint, storyboard visual aids, and other visuals)
- Topics include: Agriculture Technology, Corn & Soybean Production, Corn & Soybean Products, Dairy, Beef, Pigs/Pork.
- Additional lessons may be added based on local needs.

_____ **“Ag Literacy Festival – Teacher Instrument/Survey” (state-wide) Utilized**

LINK: <http://4h.unl.edu/impactstudy>

➔ Scroll down to: “Ag Literacy”

➔ “Ag Literacy Festival – Teacher Instrument” in PDF, WordDoc, Survey Link

- All teachers/schools attending the “Ag Literacy Festivals” are required to complete and submit a teacher instrument/survey. It may be done by hard copy (festival organizer will be responsible for inputting and summarizing the results) or through the survey link (state 4-H staff will send festival organizer the raw data and festival organizer will be responsible for summarizing the results).
- **Evaluation (Teacher Instrument/Survey) Summary Report** must include:
 - List of schools
 - Demographics Totals (Summary of Participants)
 - Question 4: Program Rating – Averages (and student count for each rating) for 4 areas
 - Question 7: Tally “Yes” or “No”
 - Questions 5, 6, 8, 10, 11, 12: 2-3 comments made per question
 - Question 9: Program Knowledge Rating – Averages (and student count for each statement) for the 13 statements
- Once instruments/surveys are completed and summarized, festival organizer must send results to the Southeast Research and Extension Center.
REQUIRED ATTACHEMENT: Send to Southeast Research and Extension Center via attachment of PDF, Excel or Doc OR hard copy in the mail.

_____ **Proof of Sponsorship** (Nebraska Corn Board, Nebraska Pork Producers Association, and Nebraska Soybean Board): This could be a photo of signage, a poster/sign developed and explanation of location posted, press release including sponsor names, a thank you list for classrooms with sponsor names, etc.

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_____ **Photos:** 2-3 photos of each session/topic area.

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_____ **List of Funders and In-kind Supporters:** Provide complete list including Nebraska Corn Board, Nebraska Pork Producers Association, and Nebraska Soybean Board.

REQUIRED ATTACHEMENT: Send to Southeast Research and Extension Center via attachment of PDF or Doc OR hard copy in the mail.

_____ **Original Receipts**

REQUIRED ATTACHEMENTS: Send to Southeast Research and Extension Center via hard copy in the mail.

- The Southeast Research and Extension Center will pay bills directly to the vendor as much as possible. When festival organizers must pay directly, SREC will reimburse their cost object account.
- Funding covers up to \$1 per student per commodity board (up to \$3 per student).
- Funding will cover: session supplies, product samples, mileage stipend for presenters, mileage stipend for producers, lunch/refreshments for volunteers, and student transportation.