



To: State Associations

Due Date: September 20, 2017

Subject: Region V Membership Mini-grants:

1. The Region V Policy Committee has decided to continue the mini-grants.

The Region V Policy Committee has authorized the use of up to \$6,000, in increments of up to \$2000 per grant. The grant should focus on at least one of the purposes of Region V: leadership; fellows; partnerships between states; and/or membership.

2. States interested in applying for the mini-grants will submit the following documentation to Region V Policy Committee member Rachael Mann at Rachael.Mann@West-MEC.org by **September 20, 2017**. Winning states will be notified by October 1, 2017.
3. Documentation:
 - a. Letter documenting how the funds would be used. Letter should include specific goals and objective of the program.
 - b. State would have to show the use of matching state funds in their budget to qualify for the grant.
 - c. State will include a budget that will indicate how the funds will be spent.
 - d. Letter must have the signature of the State Association President and Executive Director (if they have one).