



Community Mini-Grant Programs

Mission

The purpose of BEF's Community Mini-Grant Program is to provide funding for community educational projects. This program aims to stimulate interest in learning, foster creativity, and encourage the exploration of concepts, ideas and principles.

Eligibility

Any Brookfield school or resident organization.

Funding

Mini-Grants will be awarded each year. Individual grant requests should not exceed \$500.

Guidelines

- Grant recipients must complete their projects within a year of receipt of the funds.
- 'Hands-on' projects and active student participation are preferred.
- Educational content must be integral to the project.
- BEF does not fund the following unless they can be shown to be integral to the project:
 - Food/refreshments
 - Transportation/field trips/travel/lodging
 - Monetary awards
 - Staff development
 - Large purchases of books
- Funds cannot be used for administrative costs.
- Continuing projects will be considered.
- Priority will be given to projects that impact a large number of individuals and create an impact beyond the initial grant period.
- Applications must be received through US mail.
- Funds must be spent as stipulated in your application. All expenditures must be backed up with receipts.
- Any undocumented expenditures will be treated as compensation to the grant recipient and may be reported to the IRS by BEF per audit requirements.

End of Project Evaluation

The BEF project evaluation report (included in the award package) must be completed and submitted to BEF at the end of the project, or no later than 12 months from the date of the award. Any funds not spent as outlined in the application must be returned to BEF.

Proposals will be considered on a first come first serve basis. You will be contacted once your application has been received.

BEF's Community Mini-Grant Committee will review and evaluate all proposal applications.

