

Four Leaf Clover Foundation

P.O. Box 451
Los Alamos, CA 93440-0451

Introduction

The Four Leaf Clover Foundation funds various 4-H programs through the Santa Barbara County 4-H Management Board. Funding may be requested for scholarships for 4-H members and leaders to participate in leadership and training projects, summer camp, purchase of capital assets, purchase publications for use within the 4-H project groups, etc.

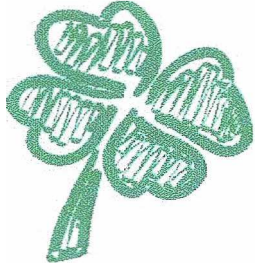
Guidelines

Funding request can cover a large range of requests and are considered based upon the following types of requests:

1. purchase of capital assets that are retained by the 4-H Management Board
2. financial support for Santa Barbara County 4-H Management Board events and programs
3. financially support in the form of a scholarship for attendance at state or regional events, conferences, etc were adults and/or youths are attending
4. purchase of capital assets for Santa Barbara County 4-H programs, such as 4-H camp, All Stars, etc.
5. financially support in the form of a scholarship for attendance at particular County program, such as 4-H camp or other County programs
6. purchase of capital assets that are retained by a 4-H club

Funding requests that are not usually considered by the Four Leaf Clover foundation are:

1. funds for individual clubs were the funds or capital asset being requested are limited to use by that club
2. funds or capital assets for club events, club projects, county events where the sale of club or project material results in a profit (i.e. club fund raisers, animal projects, etc.)
3. funds request to cover typical project costs
4. funds request to cover operating expenses of a club or 4-H Management Board
5. Non 4-H events or programs



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How to Apply

In order to apply for funding from the Four Leaf Clover Foundation, the applicant must first complete the Preliminary Application and present that application to the Santa Barbara County 4-H Club's Management Board for review and approval. Funding cannot be applied for from the Four Leaf Clover Foundation directly. All requests must have approval of the Santa Barbara County 4-H Club's Management Board.

Funding requests must be submitted to the Santa Barbara County 4-H Club Management Board with enough lead time to be reviewed and approved prior to submitting to the Four Leaf Clover Foundation.

1. Complete the Preliminary Application and attach a proposed budget
2. Present the Preliminary Application to the Santa Barbara County 4-H Club's Management Board
3. Get approval (approval by vote of Management Board)
4. Get required Management Board Signatures
5. Complete the remaining Funding Request Application
6. Make a copy of the complete Funding Request Application for your records
7. Forward the completed application to the Four Leaf Clover Foundation, include:
 - a. Approved Preliminary Application and proposed budget
 - b. Remaining application

Note: The Four Leaf Clover Foundation will NOT consider a funding request without the approved and signed Preliminary Application.

Verification of Funding Usage

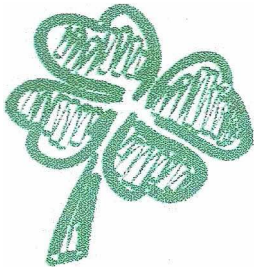
The Santa Barbara County 4-H Club's Management Board must provide to the Four Leaf Clover Foundation written documentation how and when the funding was used.

Capital Asset qualification information

Any request for capital assets or funds for capital assets for use by the Santa Barbara County 4-H Management Board, any program area of the Management Board, or club may remain property of the Four Leaf Clover Foundation, at the Foundation's discretion.

It will be the Santa Barbara County 4-H Management Board's responsibility to visually verify the condition, location, and person(s) responsible for physical possession of the capital asset on a yearly basis and provide written documentation by each June 30th, to the Four Leaf Clover Foundation Secretary.

The Four Leaf Clover Foundation can at any time require accountability of the capital asset including physical inventorying of the asset. The Four Leaf Clover Foundation can at any time, take physical possession of any capital asset belonging to the Foundation, at the discretion of the Foundation.



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Preliminary Application

- Applicant: SB County 4-H Management Board
 4-H Club (specify) _____
 Other (specify) _____

Contact Person: _____

Address: _____

Telephone: _____

Number of 4-H members to benefit _____ Number of 4-H leaders to benefit _____

Date funding needed by _____ **Be sure to attach proposed budget.**

Brief description of funding request:

Signature of Applicant _____
(Applicant's signature must be that of Contact Person - listed above)

Date: _____

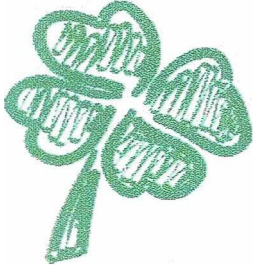
To be completed by the Santa Barbara County 4-H Management Board's Director

Approved: Rejected:

Date of Board Meeting _____ (Board Minutes might be required)

Signature of Director _____ Date _____

Signature of Secretary _____ Date: _____



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Capital Assets - Property Control

Only complete if the funding request is for capital assets or funds to purchase capital assets.

The information below is required in order to determine who will be the 4-H Leader taking initial property control of any capital assets being received from the Four Leaf Clover Foundation or funds from the Four Leaf Clover Foundation used to purchase any capital assets.

Note: Any direct capital assets or funds for purchase of capital assets for use by the Santa Barbara County 4-H Management Board, any program area of the Management Board, or club may remain property of the Four Leaf Clover Foundation, at the Foundations discretion.

The Four Leaf Clover Foundation will require verification of the condition, location, and person(s) responsible for physical possession of the capital asset on a yearly basis, in writing each June 30th. The Four Leaf Clover Foundation can at any time, take physical possession of any capital assets belonging to the Foundation, at the discretion of the Foundation and for due cause.

Contact Person: _____

Address: _____

Telephone: _____

Where will capital asset be physically located: _____

If the Four Leaf Clover Foundation retains ownership of the resulting capital asset by awarding this funding, does the applicant(s) object to this? Yes No

If "yes" please explain: _____

Signature _____ Date _____