

May 4, 2010

Dear Community Leader:

The Clermont County Mental Health and Recovery Board plans, funds, and monitors mental health and substance abuse services locally. In a continuing effort to foster activities that promote positive mental health and prevent substance abuse, we are pleased to announce an opportunity for funding.

We are looking for innovative projects that will positively affect mental health and/or prevent substance abuse for any age group. A total of \$40,000 is available for programs serving Clermont County residents; the maximum funding per project is \$4,000. The grant period is July 1, 2010 to June 30, 2011.

Any organized group in Clermont County, with the exception of the contract agencies of the Mental Health and Recovery Board, can apply for funding. Previously funded applicants are eligible to reapply. Applicants must have some type of fiscal structure in place to account for the awarded funds, which may not be used to cover ongoing operating expenses.

To apply for a mini-grant, please submit a brief proposal that includes the following:

- Name and type of group seeking funding. A temporary group may be formed to implement one project and then disband.
- Name of contact person.
- Address and phone number of contact person and of the group, if such exists.
- Description of the activity/purpose for which the grant will be used.
- Explanation of how the activity will promote positive mental health and/or prevent substance abuse.
- Description of what part of the activity the mini-grant will fund if used with other monies.
- Date of activity, if this is appropriate.
- A completed budget form (enclosed).

Proposals must be received or postmarked no later than Friday, June 04, 2010 to:

Mini-Grant Project
Clermont County Mental Health and Recovery Board
1088 Wasserman Way, Suite B
Batavia, OH 45103

Any group receiving funding will be required to present a brief report to the Clermont County Mental Health and Recovery Board on its efforts and results following completion of the activity. In addition, a final accounting of funds must be submitted within 60 days after the end of the activity. All unused funds must be returned to the Mental Health and Recovery Board.

Finally, mini-grant recipients are encouraged to allow the Mental Health and Recovery Board to publicize their organizations and programs.

Good luck on your application and feel free to pass this information along to others.

Call Stephany Sizemore at the Board's office at 732-5400 if you have any questions.