Education Project Funding Request

Guidance for Preparation

Since 1964, Fly Fishers International (FFI) has been the organized voice for fly fishers. We represent all aspects of fly fishing from the art of fly tying and casting instruction, protection of and access to fisheries around the world, and the education of fly fishing skills.

Fly Fishers International is a 501c3 non-profit organization originally called The International Federation of Fly Fishers, and is driven by three fundamental pillars: Conservation, Education, and Community. Together, these pillars provide the foundation for our vision of the future of fly fishing; a future in which anglers have access to prime waters and fish can thrive in healthy, protected habitats; in which learning never stops and artistry is not forgotten; and that recognizes the true value of camaraderie. If we want this legacy to be experienced by future generations, we have to work to make that happen.

An important element of FFI's education focus includes the granting of funds to our members, clubs, councils and other education efforts to recognize and assist in the implementation of local educational projects that further the education efforts of the FFI. It is through these projects that FFI and its members ultimately practice and demonstrate our commitment to promoting fly fishing through education. Therefore, the following guidance is provided to assist in the preparation of your “Education Project Funding Request.” Also note that you may contact the Education Coordinator of FFI at education@flyfishersinternational.org or the Vice President of Education for your respective Council of FFI for additional assistance in the planning of projects and preparation of funding requests.

Name and Contact Information for Project Leaders:

Please make sure that all contact information is complete.

Project Name:

Provide a project name that is descriptive of the nature of the proposed educational activity. Examples: Angler Education, Youth Education,

Project Endorsement and Location:

Provide brief, but specific information regarding the name of your Club, Council, or organization that is endorsing your project, and your location; county or nearest city and state.

Also describe the involvement of your club, council, or organization in the implementation of your project.
Description of the Project:

Please be brief but complete. In this section, describe and quantify your education project.

   a. Describe the purpose of your education project.

   b. Describe and quantify what you hope to accomplish with this project? Examples: Is there an anticipated need or issue that can be resolved with this education project? What is your desired outcome from implementing this education project?

   c. Describe and quantify how your education project will resolve the issue.

   d. Describe and quantify the anticipated benefits from the implementation of your educational project.

   e. Provide a timeline and responsibility: Specifically identify: when your project begins, and when will it be completed? Who will be responsible for seeing that the project is implemented and completed? When will a report describing the effect/impact of your project be submitted, and by whom?

How Will the Funds be Used?

Describe or itemize how funds will be used for the project. Examples:

Estimated Cost, Funds Received and Funds Requested from FFI:

Provide the estimated total cost of the project, and the specific amount of funds requested from FFI. Describe in detail other additional labor, materials and/or funding commitments you have been received from a local club, appropriate FFI Council or other entities.

Estimated Cost, Funds Received and Funds Requested from FFI (continued):

While funding from an FFI Council is desirable, it is not required for an FFI education grant approval. Also, identify any required funding that has not yet been secured or received that will be necessary for implementation and completion of the project, and describe specifically how and when you anticipate securing those outstanding needs for funds should the FFI grant be awarded.
Request Submittal:
The person submitting the request must sign the document and include their title, affiliation and other contact information (e.g. mailing address, phone numbers and email address).

Also note the funding request must be signed by the President and Vice President of Education of your respective Council to document Council endorsement prior to submittal to the FFI National Office.

Media Plan:

List four media outlets; two outlets can include your FFI Club, and Council newsletters. The overreaching goal of the media plan, however, is to disseminate information to the general public to gain interest in fly fishing skills education.

Grant Review Process

1. Completed grants are submitted to the FFI Education Coordinator where they are reviewed to ensure that they are completed according to Guidelines.

2. The grant is then forwarded to the Education Committee for review at the next regularly scheduled Education Committee Meeting.

3. If approved by the Education Committee, the grant is then submitted to the FFI Executive Committee or Board of Directors (whichever is scheduled next) for final approval.

4. Upon approval by the Executive Committee or Board of Directors, funds are disbursed.

Questions:

Contact the Education Coordinator at 406-222-9369 x0 or education@flyfishersinternational.org

Proposal Check List

- IRS Tax ID# included
- Project leader info included
- Project name included
- Complete Project Description
- Project Budget
- Signature of Project Leader
- Signature and Approval of FFI Council President and Conservation VP

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Approved by Board of Directors
March 21, 2018