



Ohio Lactation Consultant Association

Mission Statement

To be the voice of Ohio lactation consultants in their efforts to transform society into a breastfeeding culture. To empower, support, and educate our membership; enabling them to be articulate agents for change.

Grant Application Rules and Requirements

Deadline for Grant Application Submission is: December 31.

Each year the Ohio Lactation Consultant Association awards grants to OLCA members for breastfeeding promotion activities

The amount of the grant depends on the amount allotted for in the budget for that year. Proposals will be accepted for any amount up to \$1,000 based on a DETAILED budget.

Grant money is to be used for breastfeeding promotion adhering to the WHO Code (available at <http://www.ohio-olca.org>).

OLCA grants are designed to provide funding for activities directly related to providing breastfeeding education/promotion and support in a variety of settings throughout the state of Ohio. As an organization operated by volunteers, OLCA grant funds are not permitted to be used for indirect or administrative costs, including personnel expenses, facility operation, utilities, equipment, or other overhead expenses not directly in support of the intended grant purpose.

Grant awards will be announced and a check issued at the annual OLCA conference (aka Breastfest).

Recipient agrees to submit quarterly progress reports. A final report must be sent to the representative within 90 days of program completion and an article about the project must be submitted for the newsletter and social media platforms. Failure to submit these reports may render the applicant ineligible for future grants.

The check must be cashed within 90 days of issue date and will be made out to an organization, agency, business/institution, or their representative. Unused money will be returned to OLCA. Funds may only be used for the project stated on the application. If the original project is not completed, unused funds must be returned to OLCA. Minor revisions to the budget within a project are allowed. Please consult the Vice President of OLCA to review and approve any proposed changes within a project or if major revisions due to extenuating circumstances become necessary.

Eligibility

Applicants must be members of OLCA at time of application, with continued membership through the time period that the grant is implemented.

Applicants must currently reside or work in Ohio.

Priority will be given to new projects. In order to develop more projects in Ohio, OLCA discourages

the use of grant funds for the same (or similar) project for more than 2 years in a row. Ongoing projects should plan for sustainable funding through other sources.

Questions about project suitability should be directed to the applicant's OLCA regional representative or OLCA Vice President prior to submission of application.

Applicants may apply for both a grant and a scholarship, but may only be awarded one or the other each year.

Collection of applications

Applications and quarterly project reports are to be completed and submitted electronically. Late or incomplete applications will not be considered.

Receipt of application will be acknowledged with an email to the applicant. Acknowledgement of receipt does not indicate application is complete. It is the applicant's responsibility to be sure application is complete.

Keep a copy of each grant application for yourself.

Budget template – using the budget template, make sure a *detailed* budget is provided – including funding from other sources (especially if total financial need for project exceeds grant amount).

Selection

The grant selection committee will review each proposal and make the final decision of award. Grant selection committee members who apply for a grant will recuse themselves from the committee.

- Grants will be divided among OLCA regions if possible.
- Recipients will receive an award letter at the annual conference (or in the mail if not present) • Recipients will receive a check at the annual conference.
 - A brief summary of the winners and their grant proposals may be read at the annual conference, published in the newsletter, and/or posted on the OLCA website and via social media

Priority given to expenses directly related to supporting breastfeeding education/promotion and support. Partial awards of the total amount requested may be given.