LIGHTS ON AFTERSCHOOL Partnership Minigrant
Frequently Asked Questions

Who is eligible to apply for a minigrant?
ASTC-member science centers or museums in the U.S. that are interested in developing a new partnership with a statewide afterschool network or a larger afterschool program with multiple sites.

How many minigrants are there, and how much are they worth?
At this time, there will be 20 minigrants of $1,500 each.

How many minigrants can each institution or organization get?
One grant will be given per science center, no matter how many staff participated or how big the partnership organizations.

Who gets the check for the minigrant?
The money is disbursed to the museum. The museum will engage an afterschool partner to create and host a STEM-related afterschool event.

How will you decide who gets a minigrant?
Preference will be given to applicants that meet the following criteria:

- Applicants which are forming new partnerships (i.e., organizations that have not worked together before);
- Applicants which are proposing activities with high potential to be shared or spread to other afterschool/science center contexts, or serve as exemplars to the field (field/capacity building);
- Applicants which identify a general shared goal, with reference to a STEM-related event for the LIGHTS ON AFTERSCHOOL partnership

What other important dates or deadlines are there?
- August 6, 2014 - Informational webinar about the minigrant. Register here.
- August 22, 2014 - Deadline to submit LIGHTS ON AFTERSCHOOL minigrant application (online applications due by 11:00 p.m. ET)
- First week of September 2014 - Selections announced
- September 2014 - Register your LIGHTS ON AFTERSCHOOL event
- Mid-September 2014 - Funding disbursed to grantees
- October 1-October 31, 2014 - LIGHTS ON AFTERSCHOOL events
- November 28, 2014 - Deadline to submit event reports
How do I learn more about LIGHTS ON AFTERSCHOOL?
Check out the LIGHTS ON AFTERSCHOOL website! You can also listen to several archived webinars that provide information:

- Securing an awesome location
- Getting VIPs to your event
- Engaging parents at your event
- Tips for getting media coverage

What kind of report do you expect?
We will send you a template and link to an online report form. We’d like to know a few basic things: what, where, when, who, how many (participants). It would be great if you can take some photos or some short videos to accompany your report.

I’m a program person at my museum. Can I apply for the minigrant?
If you have fulfilled the requirements (have a willing afterschool partner and commitment to hold a STEM-related event for youth), you may submit an application. We will ask for the signature of someone who is responsible for contracts at your organization. You will have to ensure that the correct person is aware of this program, and is able to co-sign an expectations form with you.

What can I use the minigrant money for?
The funds must be used specifically to support and promote your LIGHTS ON AFTERSCHOOL event/partnership. You may buy supplies, materials, or pay for staff time and transportation related to the event. We recommend that the majority of the funds go toward support for your LIGHTS OUT AFTERSCHOOL event. Funding must be used by November 28, 2014. You must submit a written request to us in advance if you wish to change the purpose of the grant or if the funds are not expended within the allotted grant period.

What will you ask for on the application?
We will ask for some basic information about your organization. This helps us report back about our grant. This will include: attendance information; number of full-time employees; and total operating expenses for last completed fiscal year. We also want information about how you will plan your event; a brief timeline; event location and timing; intended audience; plans for marketing your event; and intended use of money.

Why do I need to submit an expectations form?
The expectations form ensures that both you and the contractual representative from your institution know the parameters around the use of funding to support your LIGHTS ON AFTERSCHOOL event. Additionally, it lets us know to whom we should send the check!