



National FFA Organization  
**2014-2015 Living to Serve: Environmental Grant**  
Chapter Grant Award Contract



FFA Chapter: Seneca  
Chapter #: KY0058

FFA Advisor: Bethany Mattingly  
FFA Advisor E-Mail: bethany.mattingly@jefferson.kyschools.us  
Principal/Administrator Name: Kim Harbolt

School Name: Seneca High School  
School Address: 3510 Goldsmith Lane  
School City, State, Zip: Louisville, KY 40220

Grant Period: 8/1/2014- 6/30/2015

Grant Amount: \$2,000

The grant is made under the following conditions:

1. The FFA chapter advisor will attend the mandatory Living to Serve: Environmental Grant kick-off webinar that will be held on Wednesday, September 10, 2014. The webinar will be offered at three separate times to accommodate schedules.
2. Should any staff changes relating to the LTS: Environmental management occur throughout the grant cycle, the outgoing advisor and/or principal will notify the Living to Serve Team at National FFA. This must be done within 30 days, in order to remain compliant. If contact is not made, National FFA may request the return of the full grant amount.
3. The FFA chapter will provide National FFA with copies of all outputs created in connection with the program and grant monies (high resolution photos, videos, curriculum, articles, etc.).
4. National FFA will have the right to make on-site visits to meet with the program participants and to observe the program.
5. The FFA chapter advisor will attend a mandatory LTS: Environmental Close-Out Reporting webinar that will be held on Wednesday, March 4<sup>th</sup> or Thursday, March 5<sup>th</sup>, 2015. The webinar will be offered at multiple times to accommodate schedules.
6. The FFA chapter will submit a Mid-Year Update, Output Report, Year-End Narratives, Fiscal Year-End Report and any other requested information on time to the National FFA or will be considered non-compliant which could result in returning remaining funds.

7. Expenditures for activities in the approved proposal will be in accordance with the budget on file with National FFA. Approval by National FFA is required if a transfer of funds exceed ten percent (10%) of any one budget category.
8. National FFA staff has the right and responsibility to perform spot audits at any point throughout the grant cycle. Failure to comply or a finding of misappropriated funds may result in returning the original grant amount to National FFA.
9. The FFA chapter will have students and adult volunteers take the Post-Reflective Assessment Survey. The survey will be administered in December for those participants who are not continuing and in the final weeks of the project either paper/pencil (upon request) or online. The survey takes approximately 15 minutes.
10. The FFA chapter may be randomly selected to participate in a focus group/conversation with Dr. Michael Slavkin, the grant evaluator. Dr. Slavkin will speak with students and the advisor about their experience related to the project. The conversation with Dr. Slavkin will help National FFA tell the story of community impacts at the chapter level.
11. The FFA chapter will include the CSX, FFA, and Living 2 Serve logos on all materials that are created.

By acceptance of this notification, it is understood that the grantee has agreed to accept the terms and condition of the award as set forth above.

Bethany Mattingly  
FFA Advisor Printed Name

Bethany T. Mattingly 9/7/14  
FFA Advisor Signature Date

Kim Harbolt  
School Principal/Admin Printed Name

Kimberly N. Harbolt 9/7/14  
School Principal/Admin Signature Date

Donna M. Hargens, Ed.D.  
Superintendent Printed Name

\_\_\_\_\_  
Superintendent Signature Date

**Fax or Email both pages of signed contract to:**

**Living to Serve Team**  
**Fax: 317-802-5320**  
**LTS@ffa.org**

If you have any questions contact:  
Kayla Lumpford-Mitchell, [kmitchell@ffa.org](mailto:kmitchell@ffa.org), 317- 802 - 4267  
Stefonie Sebastian, [ssebastian@ffa.org](mailto:ssebastian@ffa.org), 317- 802 - 4462

