



County Extension Program Funding Request Form

Purpose

- To support NDSU Extension Agents in reaching North Dakota soybean producers with checkoff-funded resources and information.

Coordination

- Requests must be submitted at least two weeks before the event or program.
- Work with your local North Dakota Soybean Council (NDSC) County Representative. (<https://ndsoybean.org/the-council/#representatives>)
- If funding is approved, NDSC will provide contact details for your NDSC County Representative.

Requirements for Funding:

- Projects must have a direct benefit to ND soybean producers.
- Project aligns with NDSC strategic goals and engages target audiences.
- Submit completed forms by email to Sandy Beilke, Contract and Compliance Manager at sbeilke@ndsoybean.org 701.566.9304

Funding requests will **NOT** be accepted for the following activities:

- **Legislative or lobbying efforts, or political campaigns**
- **Personal benefit to NDSC employees or directors**
- **Direct benefit to a specific individual or private business**
- **Humanitarian efforts**
- **General fund support or sponsorship**
- **Programs without direct benefit to ND soybean producers or the ND soybean industry**
- **Funds may not be used to pay for or reimburse cost of Alcohol.**

Reimbursement

- All funding is reimbursement-based
- Reimbursements require:
 - ✓ A copy of the agenda
 - ✓ Invoices along with receipts for purchases.
 - ✓ Event Report with photos and promotional materials showing NDSC recognized as a sponsor

NDSC may ask for additional documentation before approval or reimbursement.

Please get in touch with NDSC with any questions.

Date: _____

Name of Organization: _____

Organization Mailing Address: _____

Does your organization conduct any lobbying or legislative activities? **YES** **NO**

Contact Information:

Name & Title of Requestor: _____

Organization Name: _____

Email Address: _____

Phone Number: _____

Meeting/Event Title and Date:

Total Cost of the meeting/event:

Amount Being Requested from NDSC: \$

List the other sources of funding for the meeting/event and committed or requested dollar amounts.

How does this meeting/event directly benefit North Dakota soybean farmers?

Who is your intended audience or attendee group? (Please select all that apply)

- **Farmers**
- **Crop Consultants**
- **Supporting Industry Stakeholders**
- **Families**
- **Nutritionists/Dieticians**
- **Other _____**

What will be the main topics of focus for your meeting? (Please check all that apply)

- **Marketing & Risk Management**
- **Soybean Production/Plot Tours/Agronomy**
- **Global Supply/Demand/Trade**
- **Soy in Food & Nutrition**
- **Biodiesel/Renewable Fuels**
- **Innovative Uses for Soy**
- **Other _____**

Please include a draft agenda of your meeting/event.

For additional questions, contact the ND Soybean Council

www.ndsoybean.org or call 701-566-9300