|  |  |
| --- | --- |
| **Date** | **Activity** |
| April/May 2023 | Begin grant activities |
| July 2023 | Verbal Progress Check in |
| October 1, 2023 | Grant activities end, all funds must be spent |
| October 31, 2023 | All Final Reports are submitted |

**Harvest of the Month Mini-Grant: Timeline**

**Harvest of the Month Mini-Grant: Checklist**

* **Send** **mollyk@ncat.org** **signed grant agreement and W-9**
* **Attend or watch training**
* **Confirm funds were received**
* **Meet with your HOM Team**
* **Send** **Mollyk@ncat.org** **HOM content showcasing one HOM item**
	+ **Include photo sharing AND photo release agreements.**
* **Meet with your HOM Team**
* **Verbal progress check-in**
* **Send** **Mollyk@ncat.org** **HOM content showcasing another HOM item**
	+ **Include photo sharing AND photo release agreements.**
* **Meet with your HOM Team**
* **Spend all funds**
* **Complete final report**