



Professional Development

Grant Program

Rules & Guidelines

Purpose

The purpose of this grant program is to provide financial assistance for members of the Texas County Ag Agent Association (TCAAA), [Texas Extension Association of Family & Consumer Sciences](#) (TEAFCS), [Texas Association of Extension 4-H Youth Development Professionals](#) (TAE4-HYPD), and Texas Extension Specialist Association (TESA) pursuing graduate study, educational conference/seminars, workshops, or other worthy projects. Up to \$1,000 in grants will be awarded to a member or multiple members of each association on an annual basis.

Application Process/Rules

- The applications will open November 5th and the deadline to submit applications is 11:59 pm on December 5th.
- You must be an active member of one of the associations listed above.
- You must submit the application through our portal, [Grant Portal](#).
- If you do not already have an account set up in the portal, you will need to create one.
- The application will ask for a description of how the funds will be used, description of the professional development opportunity, expense breakdown, how you think the professional development opportunity will enhance youth programming or increase your skills in youth programming. You will also need to provide a letter of support from your immediate supervisor.
- If you receive the grant, **funds must be used by December 31, 2025.**
- You will be notified if you did or did not receive a grant in January.
- You must email a one-page summary including 3 pictures to bailee.wright@ag.tamu.edu by December 31, 2025. More information regarding the summary will be sent to those who receive the grant.

FAQ's

Q: How do I get my grant funds?

A: **This is a reimbursement grant! You must turn in receipts to the Texas 4-H Foundation to be reimbursed out of the grant funds.** These receipts must be accompanied by a payment request form and submitted through Formsite. Those resources and links can be found here: [County & District Resources](#)

Q: Can I use this grant money for personal mileage reimbursement?

A: No. The funds may be used for conference/workshop/seminar registration, graduate school expenses, professional certificate costs, lodging for professional development events, airfare, but not car travel expenses.

Q: How much are the grants worth?

A: The grant amounts may vary from \$250 up to \$1,000 depending on the applications. You should list realistic expected expenses on the application.

Q: Can I apply under multiple associations?

A: No, we would prefer you apply through the association you are most active in.

Q: Can I use this grant money for personal mileage reimbursement?

A: No. The funds may be used for conference/workshop/seminar registrations, graduate school expenses, professional certificate costs, lodging for professional development events, airfare, but not car travel expenses.

Have any other questions?

Please visit the grant page on our website [Grant Program - Texas 4-H Foundation](#), or reach out to bailee.wright@ag.tamu.edu.

