

Clark County Community Foundation Inc. 2017 Grant Application Form

PO Box 116, 301 N Main Street, Loyal WI 54446
715-937-6167 www.clarkccf.org/grant-applications.html

Section I - General Grant Application Instructions

Applications must be **received** by 5:00 p.m. on November 15, 2017. Applications received **AFTER** 5:00 p.m. on November 15, 2017 **will not** be considered for funding.

General Instructions

- Please read all questions carefully and provide complete answers. Attach additional documentation as necessary.
- Provide information in the order listed.
- Submit 2 copies of the Application.
- All sections of this application must be completed in order to be considered for funding. If a particular section or question does not apply, please answer "Not Applicable".

Grant Guidelines

The Clark County Community Foundation (CCCF) Grant Committee reviews all applications and provides recommendations to the Board of Directors for final approval.

The Foundation **favours** applications that:

- Support the citizens of Clark County, WI;
- Demonstrate opportunities to enhance the quality of life for citizens of Clark County;
- Address or improve an identified need within Clark County;
- Promote or provide opportunities for the citizens and / or communities of Clark County that are not currently being met;
- Demonstrate strong community support and / or volunteer involvement; and /or
- Provide matching funds from the submitting organization or another source.

The Foundation Grants are **not intended** to be used for or to fund:

- Routine operating expenses;
- Annual campaigns;
- Other endowment or pass-through funding;
- Direct support of individuals;
- Lobbying or political organizations; or
- Activities or programs that do not support or benefit the citizens and communities of Clark County Wisconsin.

Successful Applicants will be notified of any grants awarded by December 31, 2017.

Please contact the Foundation if you have questions regarding the completion of this Grant Application Form.

Section II - General Information

Grant Applicant Information:

Name of Organization: _____

Contact Person / Title: _____

Organization Address: _____

City, State, Zip Code: _____

Organization Phone No: _____ Email: _____

Federal Identification #: _____

Contact Person Additional Information (if necessary):

Contact Person Phone No: _____ Email: _____

1. Is your organization based in Clark County, WI? Yes No

(If not, please attach a statement and related documentation of how any grant funds received from the CCCF will benefit Clark County, WI.)

2. Is your organization a 501(c)(3) tax exempt organization? Yes No

(If yes, please attach a copy of your current IRS letter of determination. If no, you may not qualify for funding from the CCCF.)

3. Is your organization a unit of government? Yes No

(If yes, please describe / list the government affiliation and department or committee of oversight.)

Federal _____ State _____

County _____ City / Village / Town _____

Other _____

4. What is the purpose of your organization?

(Attach additional pages, as necessary.)

5. List the names of your Organization's Board of Directors and Officers:

President: _____

Vice-President: _____

Secretary: _____

Treasurer: _____

Director: _____

Director: _____

Director: _____

Director: _____

Section III – 2017 Grants Available

Please Note:

Grants awarded by the CCCF generally range from **\$100 to \$1,000 each**. All applications are reviewed to ensure they fall within the CCCF's grant guidelines. You may be contacted to provide additional information in support of this Grant Application.

Please check **ALL** Funds that apply to your organization's request for funding.

- Clark County Community Fund:**
(Unrestricted Funds – open to all worthy projects – granted at the discretion of the CCCF Board of Directors.)

Field of Interest Funds:

(Provides grants in support of specific areas or "fields" of interest – granted at the discretion of the CCCF Board of Directors. *See examples for each category below.*)

- Agricultural**
(e.g.- 4-H Clubs, FFA, farm safety, agricultural related projects, events or activities)
- Arts / Cultural / Historic**
(e.g. - art, dance, theatre, music, museums, cultural / historic related projects, events or activities)
- Citizens / Communities**
(e.g. - basic needs or programs or activities that support improved quality of life)
- Education** (other than scholarships)
(e.g. - literacy programs, educational activities, student organizations, school booster clubs)
- Seniors**
(e.g. - senior citizens programs, events or activities)
- Youth**
(e.g. - 4-H clubs, scouting, recreational or sporting youth projects, programs or activities)

Section IV – Project Information and Budget

1. Briefly describe the project you are requesting funding for. Include the purpose, anticipated outcome, geographic area served and number of participants served, and whether you have held this event or project previously. (Attach additional pages, as necessary.)

Section IV – Project Information and Budget (continued)

2. Amount of funding requested: \$ _____

- I. Please attach your budget for the event or project being funded including an itemized list of expenses you expect to incur.
- II. Awarded funds are expected to be used within 12 months of receipt.

Project Budget:

<u>Project Revenue:</u>	<u>Amount</u>
1) Your organization	\$ _____
2) CCCF grant request (<i>item #2 above</i>)	_____
3) User / entrance fees (if any)	_____
4) Other _____	_____
Total Project Revenue	\$ _____

<u>Project Expenses:</u>	<u>Amount</u>
1) _____	\$ _____
2) _____	_____
3) _____	_____
4) _____	_____
5) _____	_____
6) _____	_____
Total Project Expenses	\$ _____

Project - Net Excess Revenues (Expenses) \$ _____

3. Please provide the following financial information (or its equivalent) about your organization. The format of this information could be financial statements, year-end reports, or summaries of revenues and expenses. *If any of the information requested below is not available or not applicable, please make this statement in the space provided below.*

- I. Most recent balance sheet (financial position) available, including current cash balance;
- II. Most recent income statement (or list of revenues / expenses);
- III. Copy of income tax returns (Form 990, 990-EZ, or E-file) for the past 2 years.

4. What other organizations are participating in this project? Which organization is principally responsible for implementing the project? Describe each organization's role in the project or event, including other possible sources of funds.

5. Provide any additional information that you feel may be helpful to the Clark County Community Foundation, Inc. in its review of this grant application:

Section V - Grant Application Authorization and Signature:

I have been authorized by _____ (Organization's Name) to complete this Grant Application requesting funding from the Clark County Community Foundation, Inc. This authorization took place at the organization's _____ (monthly / Quarterly, etc.) meeting on _____, 2017.

By our submission of this Grant Application, we (the Applicant named above) agree to spend any funds awarded as described in this proposal and to allow the Clark County Community Foundation, Inc. to verify the use of any such funds granted to us upon their request.

Organization Name: _____

Name of Authorized Signer: _____ **Title:** _____

Signature: _____ **Date:** _____

Return this completed Grant Application **by 5:00 pm - November 15, 2017** to:

The Clark County Community Foundation, Inc.
Attn: Grant Application Committee
301 N. Main St
PO Box 116
Loyal WI 54446

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