

# Fall 2008 Davis County Community Foundation Grant Grant Application

*Dear Nonprofit Colleague,*

The Davis County Community Foundation was formed in 2005 to coordinate and provide philanthropic support for community betterment projects in Davis County. The foundation is made up of community minded individuals who have the ability to assess community needs, implement asset development, evaluate area grant applications, encourage partnerships, and initiate activities to enhance our county. Each year the foundation makes grant awards to worthwhile projects located in the county that are identified through a community grants application process. Our foundation's areas of emphasis include:

- \* *Arts & Culture*
- \* *Community Betterment*
- \* *Education*
- \* *Health & Human Services*
- \* *Recreation & Environment*
- \* *Youth Development*

In our first three years, we were able to award over \$150,000 in grants. You will score additional points when your project is in collaboration with another group or government agency. Typically, our group “helps” with your project—but is not able to cover the entire project amount.

The Foundation, by code of Iowa, makes grants to I.R.S. 501c(3) ‘tax exempt’ organizations and 170(b) ‘unit of government’ organizations to assist in fulfilling the Foundation’s mission to *foster private giving, strengthen service providers and improve the conditions of the community, county, or area of interest*. Our foundation promotes endowment building, community grant making, organizational collaboration, and public leadership for the benefit of the Davis County area. If your organization is not a 501c3 or government entity, you need to partner with one.

The Foundation is an affiliate of the Iowa Community Affiliate Network, a collaboration of the Greater Des Moines Community Foundation (GDMCF) and the Iowa Area Development Group Community Foundation, who have recognized the need for new avenues to encourage philanthropy throughout Iowa. The Iowa Community Affiliate Network currently serves 31 counties throughout Iowa, including an “umbrella” or “Family” of related funds benefiting specific communities and projects. Each Affiliate advises on a geographically focused collection of funds. They are components of the GDMCF sharing in its tax-exempt status and developed to increase the philanthropic base for Davis County.

Grant amounts are dependent upon the allocation of funds available to the Community Foundation each fiscal year, limited to non-profits located in and projects serving the county and include any grant limits or restrictions as announced.

Please submit **10 typed copies** of the completed applications to:

DC Community Foundation  
608 S. Washington St  
Bloomfield, IA 52537

Any questions? Please call/email:  
Anne Morgan  
664-3268  
[amorgan@netins.net](mailto:amorgan@netins.net)

Application deadline (received): **November 5, 2008**  
**December 17 (tentative) – Notice of Grant Awards**

**Please Remove This Cover Sheet When Submitting Application**

# Fall 2008 Davis County Community Foundation Grant

DCCF Use Only: Date Received: \_\_\_\_\_

## Organization Information

*Name of organization* \_\_\_\_\_ *Short Description of Project/Request* \_\_\_\_\_

*Organization Address* \_\_\_\_\_ *City, State, Zip* \_\_\_\_\_ *Employer Identification Number (EIN)* \_\_\_\_\_

*Phone* \_\_\_\_\_ *Fax* \_\_\_\_\_ *Web site* \_\_\_\_\_

*Name of contact person regarding this application* \_\_\_\_\_ *Phone* \_\_\_\_\_ *E-mail* \_\_\_\_\_

Is your application for operating expenses: \_\_\_\_\_ Yes \_\_\_\_\_ No

Type of funding sought (circle one): Capital Support \_\_\_\_\_ Special Project \_\_\_\_\_

Project focus area (circle all that apply):

Will you be able to do this project if you receive a reduced amount? Yes \_\_\_ No \_\_\_

- Youth Development
- Community Betterment
- Health & Human Services
- Education
- Recreation & Environment
- Arts & Culture

Is your organization an IRS 501c(3) not-for-profit? \_\_\_\_\_ Yes \_\_\_\_\_ No

If no, is your organization a 170b unit of government? \_\_\_\_\_ Yes \_\_\_\_\_ No

If no, you must have a fiscal agent. Please list name, address, phone and fiscal agent contact person:

\_\_\_\_\_ *Fiscal agent's EIN number* \_\_\_\_\_

Describe your organization's charitable purpose, program activities, and population served. (4-5 sentences)

List any major changes that have taken place in your organization in the last two years.

Briefly describe your organization's history (year organized) and major accomplishments.

**Being a nonprofit group is not enough. You must have a 501c(3) letter from the IRS or be a gov't entity. If neither, "hook" up with a group that is. This is mandated by law.**

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## Request Summary

Describe the proposed project, including the goals and objectives. Discuss the community need for the project, the benefits for the community as a result of the project and the community support for the project.

Population served  
(estimated #): \_\_\_\_\_  
Total project cost: \_\_\_\_\_  
\$ \_\_\_\_\_

\_\_\_\_\_ Total requested from the  
Community Foundation: \$ \_\_\_\_\_

Outline other resources or partners identified to assist with the project; other funding secured, applied for and proposed for the project:

Indicate desired impact and how you will measure and evaluate the results of the project. Be specific regarding community needs/issues your project will address.

What is the timeline for this project?

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## Attachments

In order to be considered for funding, your application **MUST** include the following items:

- \_\_\_\_\_ Copy of Federal IRS Tax-exempt status letter (if you received a grant the last 2 years, we have this on file)
- \_\_\_\_\_ List of Board of Directors and their office held
- \_\_\_\_\_ Copy of Yearly Financial Statement (or fiscal agent's if you aren't a 501c3 or 170b organization) You only need to submit one of these—not 10 copies.
- \_\_\_\_\_ Signed statement (below) to act as a fiscal agent – only if you are not 501c3 or 170b status
- \_\_\_\_\_ Signed Applicant Board Approval Agreement (see below)

### **Board Approval from Applicant Organization:**

We approve submission of this grant request and certify that the purpose of this request is charitable and that monies received from the Community Foundation will be used solely for the project stated in this application.

\_\_\_\_\_  
*Board Chairman*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*2<sup>nd</sup> Member of Board*

\_\_\_\_\_  
*Date*

### **Fiscal Agent Approval (if your organization does not have 501c3 or 170b status)**

\_\_\_\_\_  
Fiscal Agent Signature (authorization)

\_\_\_\_\_  
Date

### **Scoring:**

Completeness of Application and Organization Description	10 points
Benefits to Residents of Davis County	30 points
Collaborative Relationships and Matched Funds	30 points
Identification of Needs and How Funds Will Address Needs	30 points

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## Proposed Budget for Project In This Grant Application

If you already prepared an organization budget that contains this information, please feel free to submit it in its original form. Feel free to attach a budget narrative explaining your numbers if necessary.

### Budget for the Project

#### INCOME

<u>Source</u>	<u>Amount</u>
Sought from This Grant:	\$ _____
Funds from Other Partners	\$ _____
Your Organization's Share	\$ _____
<b>Total Income</b>	<b>\$ _____</b>

#### EXPENSES

<u>Item</u>	<u>Amount</u>
List expenses as you estimate them now:	\$ _____
	\$ _____
	\$ _____
	\$ _____
	\$ _____
	\$ _____
	\$ _____
<b>Total Expense</b>	<b>\$ _____</b>

List any In-Kind Contributions and By Whom:

If you have plans/drawings, please include (if detailed, one set is enough)

## Organizational Balance Sheet

A copy of your organization's financial statement may be requested at a later time. Nothing needs to be submitted at this point.

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**Evaluation – Keep and return upon completion of grant; also include copies of receipts or canceled checks to show how funds were used**

Organization: \_\_\_\_\_

Project Name: \_\_\_\_\_

Please briefly summarize the goals of your project. Were you able to attain the goals of your project? Please explain. Were there any unexpected successes/benefits?

What method was used to evaluate the project? Please detail program/project results and the tools you used to measure the change.

Were there any unexpected barriers to overcome? What were they and how were you able to address them?

Do you plan to continue the project? If yes, will any of the past year's experiences cause you to change the project? If yes, how will the project be changed?

Was there any publicity, including any recognition of the Community Foundation grant, on your project? If yes, please describe and attach copies. Please include pictures of your project implementation and/or results.

\_\_\_\_\_  
*Board Chairman*

\_\_\_\_\_  
*Date*