

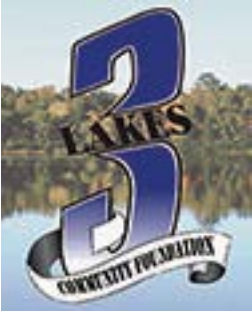
GRANT APPLICATION

3Lakes Community Foundation

PO Box 231

Three Lakes, WI 54562

3Lakesfdn.org



The Mission of the Three Lakes Community Foundation is to help elevate the Three Lakes community area to be an even better place to live, vacation, learn, invest, work and play...

The following is requested so that the 3Lakes Community Foundation Board may fulfill its responsibilities as a fiduciary under IRS guidelines

1. APPLICANT INFORMATION:		Date Submitted
Organization Name	Federal Employer ID Number (EIN)	
Contact Person		
Address		
City	State	Zip
Phone Number(s)	Email Address	

2. ORGANIZATION INFORMATION:		
The organization is: Nonprofit - Do you qualify for tax exemption under IRS 501(c) (3), Internal Revenue Code? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Year of Incorporation	Organizational Fiscal Year	Number of Members if applicable

3. PROJECT INFORMATION:		
Project Name		
Total Project Cost including 10 years sustaining projection \$	Grant Amount Requested \$	Date Funding Needed By
Project Start Date	Project End Date	
Is this a new project or ongoing program? <input type="checkbox"/> New <input type="checkbox"/> Ongoing <input type="checkbox"/> Both		
Area of Community Impact: <input type="checkbox"/> Human Services <input type="checkbox"/> Health & Recreation <input type="checkbox"/> Education <input type="checkbox"/> Arts & Culture <input type="checkbox"/> Environment <input type="checkbox"/> Community Development Other _____		
Date this Project was Authorized by your Organization's Governing Board:		
Has your organization received a grant from this foundation in the past? Date: _____ Project Name: _____		

4. APPLICATION SUPPORT: Provide the following information and attachments to this application form.

1. Briefly describe your organization's mission.
2. Briefly describe your organization's structure and qualifications of board, staff, and volunteers involved in the project. Include a list of your current board of directors.
3. Describe the project for which you are seeking funds, including project goals and objectives.
4. Explain why this project is truly needed, will have impact and will be unifying in the community.
5. Is this proposal based on research that you can provide?
6. Are there any similar projects currently operating in the community? If so, how is your project different?
7. Are you collaborating with other organizations to meet this particular need? If so, list the other organizations participating in the project and describe their roles.
7. If the project is a phase or component of a larger project, describe how the component will be usable or functional in and of itself.
8. What are the long term strategies for continuation (or maintenance) and funding of this project at the end of its completion? Are there issues of sustainability?
9. Explain how you will evaluate and measure the effectiveness of your activities.
10. Who will this program serve and how many will it affect directly and indirectly.

11. Attach a copy of current IRS determination letter indicating 501(c) (3), or 509(a) tax exempt status, or evidence that the organization is not a private foundation as defined in Section 509(a). If not available, explain application status. If you are being sponsored by another agency, submit their tax-exempt letter and a signed letter from them indicating their sponsorship.
12. Attach a copy of your most recent annual financial statements, and IRS Form 990.
13. Attach documentation that this project was authorized by your organization's governing board (*i.e., copy of board meeting minutes authorizing project or authorizing resolution.*)

Project Budget:

14. **Project Cost Estimate:** Attach a Project Cost Estimate with explanation of cost estimate items, if not self-explanatory. Describe any non-cash donations.

Total Project Cost: \$	Cash: \$	Non-cash Donations: \$
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Cost Estimate obtained through: Quote Applicant Estimate Other: Explain

Work to be performed by: (*Check all that apply.*)
 Private Company Contract(s) Volunteers Staff Other

15. **Project Funding Sources:** Describe the sources of funding for the project– including funding obtained to date, other sources that have been approached for funding, strategy for obtaining the remaining funds needed, and timeline for obtaining funding.

5. GRANT TERMS AND CONDITIONS

By checking this box, the individual(s) whose name(s) appear on this application, including the Chief Officer, confirm they are authorized to and do so commit the grantee to abide by the following grant terms and conditions:

1. Granted funds will be used only for the purpose(s) set forth in this application.
2. Funding provided by the 3Lakes Foundation may not be used to participate or intervene in political campaigns or to support an attempt to influence legislation except to the extent that such activities are permissible under IRS rules for 501(c) (3) charitable organizations.
3. Expenses charged against this grant may not be incurred prior to the approved start date of the grant or after the grant's approved end date. A request for extension of the grant end date must be submitted in writing and is subject to approval by the Foundation.
4. The 3Lakes Foundation may request additional terms, conditions or contingencies in a signed agreement before releasing grant funding.
5. The approved project and the terms and conditions of this agreement are subject to modification only with the 3Lakes Foundation's prior written approval.
6. The grantee shall return to the 3Lakes Foundation any unused funds at the end of the grant period, or if the 3Lakes Funds determines the grantee has not performed as set forth herein, or if the grantee loses its status as a public charity.

By checking this box the applicant organization confirms it is in compliance with the 3Lakes Community Foundation Non-discrimination Policy as follows:

The 3Lakes Community Foundation seeks to promote respect for all people. In our grant programs, the foundation will not knowingly support organizations whose programs or services are not open to all without discrimination on the basis of race, color, religion, gender, national origin, ancestry, age, medical condition, disability, veteran status, marital status, sexual orientation or any other characteristic protected by law. We recognize that organizations may identify special needs in the community and target programs or services to a specific population based on those needs; however the programs must be open to all people in those targeted populations to be eligible for grant consideration.

We certify that the information provided in this application is correct to the best of our knowledge. We understand that additional information may be required to aid the 3Lakes Community Foundation in their review of this request and we are available to answer your questions.

Chief Officer

Title

Signature of Chief Officer

Date

3Lakes Community Foundation PO Box 231, Three Lakes, WI 54562

3Lakesfdn.org

3Lakes Community Foundation SIGN OFF

Note: To be completed by 3Lakes Community Foundation Board

Project Eligibility: 1. The project addresses unmet needs within the Three Lakes community that are consistent with the charitable purposes of the 3Lakes Community Foundation, including, but not limited to, within the areas of human services, education, health & recreation, arts & culture, the environment, and community development. Most importantly, the project clearly falls within 3Lakes Community Foundation’s mission.		<input type="checkbox"/> Yes <input type="checkbox"/> No
2. The project is consistent with the mission and purposes of the organization applying for the grant.		<input type="checkbox"/> Yes <input type="checkbox"/> No
3. The applicant organization has provided evidence satisfactory to the Board of Directors that it has the financial capacity and the ability to complete the project and, if applicable, provide for its long-term management and maintenance.		<input type="checkbox"/> Yes <input type="checkbox"/> No
4. The project can be completed within two years of the grant approval date.		<input type="checkbox"/> Yes <input type="checkbox"/> No
5. If a project is a phase or component of a larger project, the component is usable or functional in and of itself.		<input type="checkbox"/> Yes <input type="checkbox"/> No
6. The project does meet criteria of eligible projects and project costs under the 3Lakes Community Foundation’s Bylaws		<input type="checkbox"/> Yes <input type="checkbox"/> No
Is the application complete? If no, list below what needs to be submitted.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Additional Notes: 		
3Lakes Community Foundation Board of Director Recommendation <input type="checkbox"/> Approve <input type="checkbox"/> Reject <input type="checkbox"/> Resubmit If rejected, attach documentation.		
Signature of 3Lakes Community Foundation Board of Directors Chair		Date:
3Lakes Community Foundation Board of Directors Action:	Date:	<input type="checkbox"/> Approve <input type="checkbox"/> Reject <input type="checkbox"/> Resubmit If rejected, attach documentation

