

Table Rock Lake Community Foundation Grant-making Program for 2016

The primary role for the Table Rock Lake Community Foundation (TRLCF) is to establish endowed funds for the purpose of funding a community grant-making program, which addresses the most important needs of the community at any given time. This flexibility is made possible by charitable donors who have established funding programs and have placed the decision-making action in the hands of community leaders serving on the TRLCF Board of Directors.

Grant requests are accepted periodically for study by the Grant Committee. Grant recommendations are then made to the Board of Directors for funding, which, if approved, will be given out as soon as possible. The amount available for grant distributions varies from year to year. Accordingly grant applications for 2016 will generally be considered in amounts less than \$3,000.

The Grant Committee will accept for consideration proposals from non-profit 501(c)3 organizations, schools, and governmental agencies, in Stone or Southeast Barry County. Grant requests from individuals will not be considered.

The TRLCF has a primary interest in supporting institutions and projects that provide vital community services. The TRLCF will consider applications for operating expenses if the applicant demonstrates how the grant will help stabilize the organization and will implement plans to achieve sustainable funding on a continuing basis. The TRLCF also has strong interests in projects that provide innovative solutions for existing and emerging community needs as well as projects, which encourage collaboration between local organizations. While these are areas of strong interest to the TRLCF, requests need not be limited to these interests.

Grant Procedures

Applications will be accepted June 1st through August 15th. **No late or incomplete applications will be considered.** The application shall include:

- A. Summary of the Applicant Organization (use provided form)
- B. Project Description (preferred length not to exceed two pages)
 - 1. Brief statement of the project to be undertaken; who will benefit (include number served and geographic area); how will they benefit?
 - 2. Description of 3-4 goals for the purpose of this grant. Description of activities planned to accomplish these goals.
 - 3. Timetable for implementation
 - 4. List other organizations, if any, participating in this project.
 - 5. Long-term sources/strategies for funding at the end of the grant period; other sources of income if TRLCF funds will not cover all project expenses.
- C. Project Budget Page (use provided form)
- D. Attachments – please include the following:
 - 1. Board of Directors (include names, addresses, occupations and/or community affiliations)
 - 2. Non-profit 501(c)3 organizations provide copy of pages from most recently filed IRS Form 990 or 990-EZ that contains Part I and Part III. If your organization is not required to file Form 990 or 990-EZ then provide copy of the IRS determination letter indicating 501(c)3 tax exempt status and the most recent fiscal year-end financial statement (audited if available)
 - 3. Memorandum of Understanding (if project is in collaboration with two or more organizations)
- E. Grant Reporting Format (use provided form) – due on or before June 1st of the following year.

You have 2 options for submitting your request, pick one and submit your request before August 15.

Email to: GrantInfo@tablerocklakecommunityfoundation.org

Fax to: **727-674-0560**

For questions regarding the application, please email: GrantInfo@tablerocklakecommunityfoundation.org