Eldon Community Foundation
Cover Page

Organization Name:

President/Director:

Address:

Email Address:

Phone:

Date Organization Established:

Project Information:

Project Contact: _____Phone: _____

Project email: _____

Total Amount of Project Budget:_____

Amount requested from Eldon Community Foundation: _____

Attachment checklist:

__Cover page

__Completed grant application
     A. Community need/problem description
     B. Project's primary goal description
     C. Project delivery description
     D. Budget
     E. Agreement to submit follow-up report

__Proof of 501(c)3 status for nonprofits applying

__ 2-3 letters of support

__List of Board Members

Signature of Organization President/ Director:

_____   Date:_____

GRANT APPLICATION
(Please feel free to answer these questions on a separate sheet of paper)

Please provide the committee with a brief (3,000 characters max) description of the community need/problem for which you are requesting a grant:

Please provide the committee with a brief (4,500 character max) description of the project's primary goal and expectation of project impact:

Please provide the committee with a brief (3,000 character max) description of the project delivery, numbers served and collaborative opportunities.

BUDGET

Please provide the committee with a brief itemized total project budget inclusive of the Community Foundation request, as listed below.

Project Expense	Explanation	External Funding	Agency Funding (in-kind or internal budget)	Community Foundation Requested Funding	Total Item Expense

TOTAL: **$ _____ $_____ $_____ $_____**

Eldon Community Foundation
Grant Policies 02/21/12

The primary role of the Eldon Community Foundation is to establish endowed funds for the purpose of conducting a flexible community grant making program which addresses the most important needs of the community at any one time. The flexibility this requires is made possible by charitable donors who established unrestricted or field -of-interest funds and place the decision making in the hands of the community leaders serving on the Board of Directors.

Grant proposals are accepted and studied by the Grant Committee and grant recommendations are made in March for distribution in April. While the Board reserves the right to narrow the focus of community grants in the future, for the current year, grant proposals will be accepted in an open field of interest.

The Board of Governors will accept for consideration proposals from any non-profit organization in the Eldon area. Grant requests from individuals will not be considered.

The Eldon Community Foundation has a continuing interest in supporting institutions and projects that provide vital community services, however, the Eldon Community Foundation also has an interest in:

- Projects that provide innovative solutions for existing and emerging community needs
- Projects which encourage collaboration between local organizations.

While these are areas of strong interest to the Eldon Community Foundation, requests need not be limited to these interests.

See grant procedures on the following page.

Grant Procedures:
1. Applicant will submit a complete grant application by March 16th. **NO LATE APPLICATIONS** will be accepted.
2. The proposal shall include:
    a. A cover page with the title of the project, organization name, signature of organization's president or fiscal agent
    b. A description of the project and its potential impact on the community
    c. Budget page
    d. List of board members for your organization
    e. A signed agreement to submit a six-month report and a year-end report to Eldon Community Foundation.

Please submit only typed pages, the original and FIVE copies (total of six (6) copies).
No attachments other than those listed will be accepted.
Proposals are due by 5:00pm on March 16th.
Incomplete or late applications will not be considered.

Mail to:
Eldon Community Foundation
Attn: Grant Committee
415 S. Maple Street
Eldon, MO 65026

AGREEMENT TO SUBMIT FOLLOW UP REPORT

I agree on behalf of _____(organization) to submit a six month progress report and a year end report to the Eldon Community Foundation on the outcome and impact of the grant.

_____
Signature

_____
Date