

LCCF Grant Request - Fall 2022

Welcome to the new LCCF Grant Application. As of Fall 2022 we have updated our grant application questions and process so please read through carefully. Applications will only be accepted online. Please contact us if you have questions or need help.

This form is to assist you in preparing your submission, below are the questions that you will be asked to address on your application.

Do not use this document to apply for a grant; it is provided for information purposes only.

* Required

Eligibility Question

1. Is your organization based in Latah County? *

Mark only one oval.

- Yes *Move to question 2*
- No *Answer the following question*

If no, the Latah County Community Foundation (LCCF) is dedicated to improving the quality of life of the citizens of Latah County. **Please describe how your request will impact Latah County. ***

Your organization can be outside of Latah County, but please specify how you will make an impact in Latah County so we can evaluate your grant request appropriately.

Move to question 2

Organization Information

2. Legal Name of Organization *

3. Is your organization an IRS 501(c)(3) not-for-profit, public agency, governmental unit or religious institution? * *If using a fiscal agent please select other and include the fiscal agent's name and use their tax ID number in the following question.*

LCCF Sample Grant Application

Mark only one oval.

- Yes
- No
- Other: _____

4. Federal Tax ID Number *

5. Organization Mailing Address * (where correspondence and the check will be sent)

6. City *

7. State *

8. Zip *

9. Grant Contact Person *

Please list the grant contact person's name and title (generally this is the person filling out this request).

10. Grant Contact Person's Email *

11. Grant Contact Person's Phone *

12. Board Chair/ Highest Paid Employee Contact Information *

Please list name, phone, and email address. We will only use this information if we can't get in touch with the grant contact person.

13. Proposal Summary *

Please give a 3-4-sentence summary of the request. (Up to 500 Characters). Please make this as precise as possible and include the dollar amount requested for this grant.

14. Has your organization received a grant from LCCF in the past 2 years? *

Mark only one oval.

- Yes
- No
- Other: _____

Financial Information

15. Dollar amount being requested from LCCF *

Please note that the foundation only funds a maximum amount of \$3,000.

16. Total budget for your program or project you are requesting funds for. *

17. General operating budget for your organization. *

This is your overall budget number.

18. Total other committed funding for project/program. *

List names of corporations, foundations, or other grant sources that you are soliciting for funding

Please include dollar amounts, indicating which sources are committed, pending, or anticipated.

19. Are the dollars being requested supporting wages or salaries? *

Mark only one oval.

- Yes *See below*
- No

The Latah County Community Foundation does not fund salaries and wages, please adjust your request. As a reminder the foundation does not fund:

LCCF Sample Grant Application

- On-going operating support (including wages or salaries)
- Fees for consultants
- Debt retirement
- Direct Lobbying activities
- Endowments
- Individuals
- Private or parochial education
- Sectarian religious purposes
- Research

Grant Narrative

20. Organization mission and goals * (Up to 1500 Characters)

21. Which primary focus area is your program/project addressing. *

Check all that apply.

- Education
- Human Services
- Environment
- Health
- Youth services
- Civic Improvement
- Arts
- Animals
- Other: _____

22. Please describe what need you are addressing and your goals for these dollars. * (Up to 1500 Characters)

23. Please describe what specific activities the grant dollars would support. * (Up to 1500 Characters)

24. Please describe the population/community/individuals that would benefit. * (Up to 1500 Characters)

25. Is this a one time project/program? *

If this is an ongoing program/project please describe your strategies for sustaining this effort. (Up to 1500 Characters)

26. How will you know your program/project was successful? * (Up to 1500 Characters)

27. List of your organization's staff and board members and their affiliations *

Attachments

Please upload attachments in PDF format.

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- Copy of current, valid IRS 501(c)(3) determination letter. * **No other document will be accepted!**

Tax returns, employer ID numbers, any State documentation etc. are not acceptable substitutes. If you are being represented by a fiscal agent, we need the IRS letter for that organization.

- Project/Program Budget *
- Organization Balance Sheet and Income Statement from the most recently completed fiscal year.* *Try to combine into one document (1-3 pages). An income statement is also referred to as a Profit and Loss Statement.*

Authorization

By marking this oval, I affirm that I am authorized to submit this proposal on behalf of the organization listed above. * Mark only one oval.

- Yes