



GRANT APPLICATION PACKET

Board of Directors:

Dawn Joy, Jaime Russell, Tiffany Pape Hofer,
Rob Mullaney, Clayton Werdel, & Dan Coss

PO Box 295 – Miller, S.D. 57362

Applicant:

The Miller Area Foundation was formed in 1994 through a generous initial contribution of \$125,000. Grants are offered on a quarterly basis to bring the funding source and project timelines closer together. The award periods are in March, June, September, and December. Generally, applicants must be classified as non-profit, non-government organizations. An organization is eligible only once during a calendar year.

The funds offered by the Miller Area Foundation represent the interest earnings from a larger investment held in trust by the S.D. Community Foundation. The larger our investments, the more the Miller Area Community Foundation can give back to the community for projects.

Each grant recipient is expected to provide the foundation with a report of how the funds made their program or project a success. This expectation allows the foundation board the opportunity to determine if the foundation's mission is being met or if changes need to be made in the award process.

Quarterly Application Deadlines

Applications Due:

March

June

September

December

Note:

Please ensure all sections of the application are completed in full. Incomplete applications will be returned for completion and will not be considered. Applicants will need to wait until the next quarter to reapply.

The mission of the Miller Area Foundation is to receive and administer charitable gifts creating a permanent endowment to assist a wide range of programs to qualified non-profit organizations, institutions or agencies to promote the social and economic well-being of the people of Miller and the surrounding communities.



Grant Guidelines:

- **VOLUNTEERISM:** Projects that involve significant and continuous volunteer support will be considered more favorably over projects with paid staff.
- **DISCRIMINATION:** Applications from groups offering services exclusively to one gender, age group or race, will be closely scrutinized for discriminatory practices. Funding will be based on the needs of the individuals being served.
- **INNOVATION:** Our goal is to fund a mix of ongoing and established projects, as well as innovative projects that address existing community needs. **THIS GRANT IS NOT AVAILABLE FOR USE ON BUDGET OR DAILY EXPENSES.**
- **FUND DISTRIBUTION:** Grants will be awarded by the Board of Directors of the Faulkton Area Foundation based on their evaluation of the applications that are submitted bi-annually. (Awarded March, June, September, and December)
- **MINIMUM AWARDS:** Grant requests of \$500 or more will be considered.
- **MULTI-CYCLE FUNDING:** Some projects seeking funding may be ongoing, while others begin and end in the same calendar year. Projects for multi-year funding are encouraged, but there will be no promise of funds made available in the future.
- **PUBLIC/PRIVATE:** The Board will concentrate on funding public non-profit corporations, but not to the exclusion of organizations that meet grant guidelines.
- **EXCEPTIONS:** The Board may make an exception to printed guidelines upon a motion made and seconded and carried by majority of members present voting.
- **GRANT REVIEW PROCESS:** The Board will consider applications after quarterly due dates of March, June, September, and December. Applications that meet guidelines will be considered and prioritized according to guidelines.
- **COMMUNICATION WITH APPLICANTS:** All applicants will be informed within the months of March, June, September, and December as to the status of their application. The Board will hold all decisions in confidence until grants are publicly announced.
- **FINAL EVALUATION:** Organizations receiving grant funds from the Miller Area Foundation are asked to submit a report to the Foundation, within 60 days of completed project, including a final evaluation of the project and informing them how the money was spent.



Please complete all sections of the application
to ensure accuracy and intent.

General Information:

Date of Application: _____ EIN # (501c3 nonprofit): _____

Name of Organization: _____

Mailing Address: _____

Contact Name: _____ Phone #: _____

Email: _____ Website: _____

Organizations Mission: _____

PROJECT INFORMATION:

Project Summary: _____

Amount Requested: _____ Total Project Amount: _____

Will the project still move forward & be completed with partial funding?: _____

Anticipated Project Start Date: _____ Anticipated Project End Date: _____



Please complete all sections of the application
to ensure accuracy and intent.

Please provide an itemized & detailed breakdown of cost for anticipated project:

Describe the community need & anticipated impact of the project (be specific):

Have you received a grant from the foundation in past years? If so, when and what was the project monies were used for?



Grant Acceptance Policy: All grants made are subject to the terms herein.

Grant Applicant (organization or group): _____

1. **Public Recognition:** The Foundation appreciates the grantee's efforts to publicize the grant and the fund within the Miller Area Foundation that awarded the grant.
2. **Expenditure of Grant Funds:** The funds awarded may be spent only in accordance with the goals and objectives stated and budgeted in the Grant Application you submitted, as approved by the Foundation. The funded project and its budget may not be changed expect with prior written approval of the Foundation.
 - a. Expenses may not be charged against the grant before or after the date of the grant period without prior written approval of the Foundation.
 - b. Equipment or property purchased with grant funds shall be the property of the grantee organization unless the organization should go out of existence. In that case, the ownership of the equipment or property reverts to the Foundation unless ownership is transferred to another nonprofit organization.
3. **Disbursements to Grantee:**
 - a. Grant funds will be disbursed to the grantee upon receipt of signed contract.
 - b. The grantee is responsible for grant funds received and for maintaining adequate supporting records. Separate accounting records must be maintained for these grant funds.
4. **Reversion of Grant Funds:** The grantee will return to the Foundation any funds not spent by the close of the grant period.
5. **Review of Grant Activity:** The grantee will furnish the Foundation with a closing grant evaluation and statement of expenditures.
 - a. Also, the Foundation would appreciate photos and copies of articles published about the grant activity.
6. **Limit of Commitment:** Unless otherwise stipulated in this contract, the Foundation has no obligation to provide other or additional support to the grantee.

Grant Applicant (person responsible/please print): _____

Signature: _____ Date: _____