

TRIPP COUNTY COMMUNITY FOUNDATION GRANT APPLICATION FORM

Organization Information:

Name:

Address:

City, State, ZIP:

Contact Person – Name and Title:

Phone Number(s):

Email address:

Fiduciary Agent *(if any, also include the address and phone number)*

Eligibility:

Applicant must be a Civic/Community Organization or Nonprofit

Is your organization a tax-exempt 501(c) 3 entity: Yes No

(If “yes”, a statement from the Internal Revenue Service verifying the above must be attached to this application.)

If answered yes to the question above, is your organizations 501(c) 3 status in good standing?

Yes

No

Tax ID #: _____

Give a brief description of the organization; include when it founded, a description of its primary service area, and the organization mission:

List your organizations qualifications: Please review criteria under the in the Tripp County Community Foundation Grantmaking Guidelines attached. (use additional sheets if necessary):

Amount of Funds Requested: \$ _____

Purpose of Requested Funds: (use additional pages if necessary)

[Empty box for providing the purpose of requested funds]

List or attach a list of the current board of directors for your organization:

Please attach a current Balance Sheet for your organization. *(You may use the attached form or similar form.)*

I have read, understand, and attest that the above information is true and complete to the best of my knowledge and that I am authorized to submit this application on behalf of the above referenced organization. I understand that a written follow-up report is required, and I will submit such a report upon completion of this project.

Signature and Title

Date

Grant Guidelines

The following criteria are areas of importance to the Tripp County Community Foundation in awarding grants in Tripp County. These guidelines are to be used to determine the eligibility of your proposed project.

1. **Volunteerism:** Projects that involve significant and continuous volunteer support will be considered more favorably over projects with paid staff.
2. **Matching Funds:** The Tripp County Community Foundation should not be the sole source of financial support for any project and may make awards contingent on proof that there are other sources of funding. The grant may also be in the form of a challenge to be met dollar-for-dollar by other sources.
3. **Non-Discrimination:** Applications from organizations 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.
4. **Fund Distribution:** Grants will be awarded by the Tripp County Community Foundation Board of Directors based on their evaluation of the applications that are submitted.
5. **Seed Grants:** Start-up funds will be looked upon favorably if there is supporting evidence indicating a need for the project, support for the project, and ongoing probability of its success.
6. **Technical Assistance:** Consultants will be funded if they are integrally related to accomplishing the project's objectives.
7. **Loans:** No loans will be issued by the Tripp County Community Foundation.
8. **Public vs. Private:** The Tripp County Community Foundation Board of Directors will concentrate on funding public, nonprofit organizations, but not to the exclusion of organizations that meet the grant guidelines.
9. **Exceptions:** The Tripp County Community Foundation Board of Directors may make an exception to the printed guidelines upon a motion duly made, seconded, and carried by a quorum of members present voting.
10. **Grant Review Process:** The Board will consider applications bi-annually, in the spring and fall. Applications that meet the guidelines will be considered and prioritized according to the guidelines. The full Board will review applications and make awards.
11. **Eligibility:** Applicants must be located in the Tripp County Area.
12. **Communication with Applicants:** All applicants will be informed by the Board of Directors if their request has been approved. All decisions will be held in confidence until announced by the Tripp County Community Foundation Board of Directors or their duly appointed spokesperson. Grant recipients may be asked to participate in a news release which may or may not include a photo.
13. **Final Evaluation:** Organizations receiving funds from Tripp County Community Foundation are asked to submit a one-page report and photographs to the Board, informing them how the funds were used, how community needs were met, and the success of the project.

GRANT ACCEPTANCE POLICY – TRIPP COUNTY COMMUNITY FOUNDATION

(Must be completed for all grants.)

Any grant made will be 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 South Dakota Community 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 except 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 Grantees:**

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, except in the case of prior written approval of the Foundation for an extension of the grant period for substantive causes.

5. **Review of Grant Activity:** The grantee will furnish the Foundation with a closing grant evaluation and statement of expenditures.

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.

SIGNATURE

Grant Applicant (Person Responsible):

Signature

Date