

Three Rivers Community Foundation
A Designated Fund of the Initiative Foundation

Application for Project Funding
Application Deadline September 3, 2010

Grant applications must show how an organization will improve the quality of life and strengthen the communities within the ISD 728 geographical service area. Successful grant applications will be awarded to non-profit organizations with a 501(c)3 designation. Other non-profits must have a 501(c)3 fiscal agent to receive the grant. Grants will be awarded in four areas:

- **Social, Cultural and Leisure:** To enhance educational opportunities, enrich the artistic and cultural climate, increase and diversify recreational opportunities.
- **Public Issues and Information:** Citizen led initiatives that will enable thoughtful, non-partisan analysis of important community issues, particularly those that clarify and build consensus on resolving pressing community issues.
- **Human Services:** To improve the quality, accessibility and efficiency of health care service; to impact positively the housing, safety, employment and other needs of vulnerable youth, elderly and low income people; or to lessen human suffering by building the ability of people to improve their lives.
- **Education and Lifelong Learning:** To improve the quality, scope and accessibility of educational programming to all residents in the service area.

Please provide answers to the following questions 1-4 on a separate sheet:

1. **Background of your organization:** Briefly describe your organization's purpose, structure and history.
2. **Project Description:**
 - A. Describe how this grant project will achieve any of the priorities of the Three Rivers Community Foundation? (See attached)
 - B. How will this project benefit the residents of the Three River's Community Foundation boundaries?
 - C. Describe what you will accomplish with this grant, list your overall goals, measurable objectives to meet these goals and your expected timeline.
 - D. Identify other resources you will use including any other individuals, groups or organizations in carrying out the work of the project.
 - E. Identify who will complete the work of the project, including paid staff, their expected total time commitment, volunteers and their expected time commitment, as well as other agencies.
3. **Need:**
 - A. Why is funding for this project needed now?
 - B. How was the need determined?
 - C. Why is the solution outlined in this project a realistic way to address the need?
 - D. If you do not receive funding from this grant, will the project proceed?
4. **Budget:**

Detail the anticipated expense/costs for the entire project plus sources of projected revenue (both confirmed and anticipated).

Completed applications should be submitted to: Three Rivers Community Foundation, P.O. Box 558, Elk River, MN 55330, no later than September 3, 2010.

Applicant Name: _____

Address: _____

City/State/Zip: _____

Contact Person: _____

Telephone: _____

Project Name: _____

Project Beginning Date: _____

Project Ending Date: _____

Total Project Cost: _____

Amount Requested: _____

The Grants Committee would appreciate it if you kept your application as brief (but complete) as possible. If there are any questions, please contact Debbi Rydberg at (763) 441-3110

Below is a checklist of items required for this application. Please check them off, indicating that you have included them with your application.

Incomplete applications will not be considered for funding.

Attachment checklist:

- _____ Responses to questions 1-4 above.
- _____ Letter from the applying organization's Board of Directors indicating support for the project.
- _____ Letter of support from the organization on whose behalf this grant will be used. (This item may not apply to your grant request.)
- _____ A copy of your IRS Tax-Exempt Determination Letter or proof of 501(c)3 status.. (This is not the same thing as a MN Sales Tax Exemption.) *or* a letter from your chosen fiscal agent, accepting fiscal responsibility for the grant funds. Enclosed is a copy of their IRS Tax-Exempt
- _____ A copy of the applying organization's most recent financial statement or audit.