



## Grant Application Guidelines 2011-2012

1. *Mission statement* – The Nonprofit Network Giving Circle educates ourselves regarding the needs of our community in order to provide funding to organizations committed to helping Clark County residents in all life stages lead healthy, self-sufficient lives.
  - a. We seek applications from organizations that address issues concerning **Access to the Arts** for the 2011-2012 grant cycle. The Circle is particularly interested in programs providing an arts experience for populations which may be underserved by arts programs, including people with disabilities or very low income. Art therapy applications are also encouraged.
2. Grant amounts – Grants will be made in amounts between \$500 and \$5,000 depending on the size of the circle's annual pool of funds.
3. **Proposal deadline is 5 pm on Friday, October 21, 2011.**
  - a. Emailed to: [together@nonprofitnetworkwa.org](mailto:together@nonprofitnetworkwa.org)
  - b. Received in the mail at NNSW, P.O. Box 822379, Vancouver WA 98682
  - c. Received in person at the Nonprofit Network office, 9414 Fourth Plain Road, Vancouver, WA 98662 near Vancouver Mall (Innovative Services building) (Directions at <http://www.innovativeservicesnw.org/WhoWeAre/findus.html>)
4. Funding decisions will be made on or before May 24, 2012. Grants will be selected from amongst the organizations that meet the following criteria:
  - a. Qualify as tax-exempt under Section 501(c)(3) of the IRS tax code.
  - b. Meet the Giving Circle's mission.
  - c. Directly benefits people 'in need' who are residents of Clark County Washington.
  - d. Have submitted a complete application with all attachments by the deadline date.
5. The Nonprofit Network Giving Circle does not fund:
  - a. Organizations that promote a particular religious or political ideology
  - b. Dinner galas, advertising and other special fundraising events
  - c. Intermediary funding agencies
6. The Giving Circle interviews the top prospective grant candidates at their monthly meetings, January through April.
7. Funding recipients will be asked to complete a report on the project by June 2013.



6. How will you know they are being met?

7. Are there any volunteers involved in your program, if so – how?

(Note: we realize some programs do not lend themselves to the involvement of volunteers.)

If any Giving Circle members were interested in volunteering, what would the next steps be for finding out more information?

8. Estimate the number of individuals affected by the program.

(Note: we realize some intensive services intentionally work with low numbers.)

9. Grant amount requested from Giving Circle: \_\_\_\_\_ Total Project Cost \_\_\_\_\_

10. Briefly explain the proposed use of these funds (staff, equipment purchase, etc.)

11. Does your organization need any in-kind donations for your program(s)?

If so – what do you need and how are those items used?

12. Please attach:

a. A one-page (only!) narrative about your project.

b. Copy of your IRS Letter of Determination (unless the NNSW has one on file).

c. A budget for this project.

*Note: The Giving Circle may request more specific information at a future time.*

#### **SUBMISSION STATEMENT**

I attest that the above information is correct and that I am authorized by the governing board of this organization to submit this grant application to the Nonprofit Network Giving Circle. Further, I certify that our organization is in good standing with the IRS and retains its official 501 (c) 3 tax-exempt status and is further classified as a public charity and not a private foundation.

I further understand I may be asked at a future date to give the Nonprofit Network Giving Circle a brief description of the outcome of the use of these funds. We anticipate grant funds will be awarded by July 1<sup>st</sup> 2012.

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Signature of Executive Director

Date:

Questions? Call Jeanne Kojis, 360-936-0610 or email [together@nonprofitnetworkwa.org](mailto:together@nonprofitnetworkwa.org)