

2021 Grant Application

Please complete this application in its entirety with required attachments in order for your grant request to be considered. **Incomplete applications will not be processed.**

**Application Deadline**

Your completed Grant Application with required attachments must be received by physical delivery or U.S. Mail **by 4:00 p.m. Central Daylight Time, Thursday, October 7, 2021. No further changes can be made after this deadline. Funding decisions will be made on your application as it stands at the stated deadline.**

1. **GENERAL INFORMATION**
2. **Organization’s Name**: Click or tap here to enter text.

1. **Project Name**: Click or tap here to enter text.
2. **Grant Amount Requested**: (dollar amount of the grant you are requesting for this project (not project's total budget.)Click or tap here to enter text.
3. **ABOUT YOUR ORGANIZATION**
4. **Your organization’s charitable status.** WCF awards only to governmental or nonprofit charitable organizations that are qualified as exempt from federal income tax such as 501(c)(3); 170 (c)(2)(b) or government.

Click or tap here to enter text.

1. **Street Address:** Click or tap here to enter text.
2. **City, State, Zip Code:** Click or tap here to enter text.
3. **Primary Contact Person and Title:** Click or tap here to enter text.
4. **Contact Phone Number:** Click or tap here to enter text.
5. **Contact E-Mail:** Click or tap here to enter text.
6. **Your Organization’s Mission**: Click or tap here to enter text.
7. **ABOUT YOUR ORGANIZATION**
8. **What is the total amount of the budget for this project?** Click or tap here to enter text.
9. **What is the timeframe for your project?** Click or tap here to enter text.
10. **Type of activity: (**Indicate the project’s area of impact.)

[ ]  Education [ ]  Economic Development

[ ]  Arts and Culture [ ]  Health and Human Services

1. **Describe distinct activities of the project and the time line of when the activities will occur.** Click or tap here to enter text.
2. **Describe how the foundation’s funding would be used in the project.** Click or tap here to enter text.
3. **Describe the purpose, need and goals of the project.** Click or tap here to enter text.
4. **Describe project benefit to Waterloo.**  (IMPORTANT: Be as specific as you can. Clearly state the impact on Waterloo residents. We cannot consider proposals that give only general goal statements without understandable measures for assessing the project.) Click or tap here to enter text.
5. **Describe how your project will be sustained in the future after a WCF grant has been used up.** (Proposal does not have to be an ongoing project. If it is a one-time project, state.) Click or tap here to enter text.
6. **Describe how your organization will measure and report on the impact you expect the project will have on Waterloo. (**Tell us how you will measure and assess the project.) Click or tap here to enter text.
7. **Describe your organization’s capacity to conduct the activities of the project.** List resources available to your project such as staffing, involvement or leadership by your board of directors, fiscal and financial health of your organization, your organization's management, or how you plan to use volunteers, if applicable.) Click or tap here to enter text.
8. **If full funding is not received, how will that impact the project?** (State how project depends WCF grant.) Click or tap here to enter text.
9. **How will your organization recognize the WCF if a grant is awarded?** Click or tap here to enter text.
10. **Tell us about any unique features of your project (not required).** Click or tap here to enter text.
11. **REQUIRED DOCUMENTS: Application is not complete without each of the following documents:**

[ ]  Project budget and narrative

[ ]  501(c)(3) IRS Determination Letter

[ ]  Members of your board of directors

[ ]  Current year and prior year balance sheet and income statement

[ ]  Most recent audit, if available

[ ]  (Optional) Anything else you would like for us to know

**Applications and required attachments must be postmarked or delivered to the Waterloo Community Foundation by Thursday, October 7, 2021, 4:00 pm in order to be considered. Emailed applications will NOT be accepted.**

Erin Tink, Executive Director

Waterloo Community Foundation

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*Our mission is to provide a lean, straightforward, and transparent conduit to those who wish to make a lasting contribution for the betterment of the greater Waterloo, Iowa community.*

**The US Bank lobby is currently closed, so please call the above number before dropping off applications.**