

# GRANT APPLICATION

## FONDERSMITH FUND FOR YOUTH MIDDLETOWN COMMUNITY FOUNDATION

Please use this page as a cover for your application, followed by information requested in the order specified. Proposals must be for programs serving residents of the Middletown area and meet the mission of the funding organization. Only proposals for programs or projects serving youth 18 and under in the greater Middletown area will be considered. Please keep a copy of the complete application for your records. Original applications will not be returned.

Name of Organization: \_\_\_\_\_

**Important: Unless you are a governmental unit, a qualified church, or an entity covered by a group exemption, your name must be the same as on the IRS determination letter or you must submit documentation of your name change and notification to the IRS of that change.**

Address: \_\_\_\_\_ Date established \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail \_\_\_\_\_

City, State, zip code: \_\_\_\_\_ Employee ID # \_\_\_\_\_

Chief Executive Officer: \_\_\_\_\_ Phone number: \_\_\_\_\_

Chief Financial Officer: \_\_\_\_\_ Phone number: \_\_\_\_\_

Grant Contact Person: \_\_\_\_\_ Phone number: \_\_\_\_\_

**The organization has in its possession a currently valid IRS letter (attached as Supplemental Information #1) stating that your organization has been determined to be:**

\_\_\_\_\_ an exempt IRC Section 501(c)(3) organization and has been classified as a public charity described in IRC Section 509 (a) (1), (2) or (3)

\_\_\_\_\_ an exempt operating foundation described in IRC Section 4940 (d) (2)

\_\_\_\_\_ an entity covered by a group exemption. (A copy of group exemption letter and documentation of your inclusion are attached.)

\_\_\_\_\_ Our organization is a qualified church or governmental unit and therefore does not have a 501(c)(3) letter from the IRS. (Other documentation of this status is attached.)

**Supplemental Information #2:** Most recent Form 990. If the organization is not required to file form 990, please include most recent operating statement.

**Supplemental Information #3:** Your mission statement and roster of current trustees.

**Supplemental Information #4: ABOUT THE PROJECT OR PROGRAM TO BE FUNDED**

Title: \_\_\_\_\_

Amount requested: \$ \_\_\_\_\_

Implementation date: \_\_\_\_\_ Completion date: \_\_\_\_\_

Number of participants: \_\_\_\_\_

Explain the program or project and its benefits to young people, including the need to be met and planned activities. If the request is for equipment, explain the benefits young people will derive from it.

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(a) How was the need for this project or program determined?

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(b) How does this program fit the mission of the organization?

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(c) How will this program be funded?

a. If the grant is made, after grant money is expended.

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b. If the grant is denied.

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**Supplemental Information #5: USE OF FUNDS**

Total cost of project:	_____
Grant requested from Foundation:	_____
Other sources of funds and amounts:	_____
_____	_____
_____	_____
_____	_____

**Supplemental Information #6: Signed Grant Agreement.**

# MIDDLETOWN COMMUNITY FOUNDATION

## FONDERSMITH FUND FOR YOUTH

### GRANT AGREEMENT

The Governing body of \_\_\_\_\_(organization) hereby submits a proposal for funding to the Middletown Community Foundation's Fondersmith Fund for Youth and agrees to the following conditions:

1. A policy of non-discrimination will be followed in all matters of employment, volunteer opportunities and the delivery of programs and services.
2. The grant, if made, will be used only for the purposes described in this grant proposal.
3. Requests for information/documentation from staff members of Grant maker will be met in a timely manner.
4. Any change in tax exemption or inability to complete the project as proposed will be reported to the Funder's staff in a timely manner.
5. If the request for funding is granted, we will acknowledge the funder's support in all publicity relating to this project.
6. Within 60 days of the portion of the project or program funded by the Foundation has been completed or nine months from the date of the issuance of the grant check, whichever comes first, the grant recipient will submit a report detailing activities, expenditures, and program outcomes.
7. If the above conditions are not met, unexpended grant money will be returned to the Foundation immediately upon a written request received from the Funder.

The applying organization hereby accepts and agrees to the terms and conditions of this agreement.

\_\_\_\_\_  
Signature, President of the Board of Trustees

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature, Chief Executive Officer

\_\_\_\_\_  
Date

**Submit proposals to:**

**Youth Advisory Council  
Middletown Community Foundation  
300 North Main Street  
Suite 300  
Middletown, Ohio 45042**

**Deadline for application is March 23.**