

**IMPACT 100 NextGen – Owensboro
2020 Grant Application – Grant Amount \$XX,XXX**

Section One

Organization Data

Applicant Organization
(Legal Name): _____
Doing Business As: _____
Previous Name, if
changed: _____
Street Address: _____
City: _____ State: _____ Zip: _____ County: _____
Email: _____ Web Site: _____
Phone: _____ Fax: _____
IRS Name [as listed on
501(c)(3) letter]: _____
IRS Letter Date: _____ Tax Exempt ID Number (EIN): _____
Executive
Director: _____ Direct Phone: _____
Organization's Budgeted Expenses
for Current Year: _____ Endowment
Size: _____
Organization's Major Funding
Sources: _____

Organization's Affiliation and/or Accreditation Body [check all that apply]

United Way Fine Arts Fund Better Business Bureau
 Chapter of national or regional organization (specify): _____
 Other (Specify): _____

Request Data

Program/Project Title: _____
Total Budget for this Program/Project _____ **NOTE:** The amount of this request is \$XX,XXX
Provide Name of Proposal **Contact Person** IF other than Executive Director:
Name: _____ Title: _____
Phone: _____ Fax: _____
Email: _____
Community/Counties to be served by this Program/Project: _____

Brief demographic description of population served by this Program/Project: _____

Potential Number to be served by this Program/Project: _____

[Both signatures required unless otherwise specified by funder]

Signature of Executive Director: _____ Date: _____

Signature of Board President: _____ Date: _____

The narratives for **Sections Two** through **Three** should not exceed three pages. Responses must be typed; preferably single-spaced, single-sided and use a minimum of 12-point type. It will help clarify your narrative if you separate the sections with centered headings.

Section Two – Profile of Organization
[This should be a brief profile, one page or less.]

1. Give a brief summary of organization’s history.
 2. Share the organization’s vision/mission.
 3. Give a brief description of current programs/projects and activities.
 4. Describe organization’s constituency and geographic region of service.
-
-

Section Three – Proposed Program/Project Description [no more than 2 pages]

1. Describe the proposed program/project, including at least:
 - a. Goals or objectives of the proposal and community need, which must include a benefit to young people in our community.
 - b. Activities to accomplish the program/project *[NOTE: Indicate whether this is a new or an expanded or modified program/project; if expanded or modified, identify how it increases your organization’s outreach.]*
 - c. Timetable for implementation
 2. What is the life expectancy of the proposed program/project?
 3. Explain why your organization is especially qualified and appropriate to address this need or benefit.
 4. Describe the impact of this program/project on the community; include at least:
 - a. An estimate of the numbers of persons who could benefit
 - b. Outline of the geographic areas served
 - c. Benefit to the Greater Owensboro area
-
-

Section Four – Required Financial Attachments

1. Submit the **Proposed Program/Project Budget** for your entire project *[see attached example Form C for Capital Requests]*. ***IF*** your project’s budget is over \$XX,XXX, clearly indicate which portions will be funded by the IMPACT 100 NextGen Grant. Also specifically indicate how you will fund the balance of the project.
-
-

Section Five – Required Non-Financial Attachments

1. Include a copy of your IRS letter of determination 501(c)(3).
2. List key staff members and qualifications or provide an organizational chart.
3. Include an example of one of the following:
 - a. Annual reports
 - b. Organizational brochure
 - c. Sample newsletter
 - d. Program

WISH LIST FOR IMPACT 100 WEBSITE

The WISHLIST will be posted on the IMPACT 100 website for one year for all ***qualified*** grant applicants immediately after the Finalists Announcement in August. Please feel free to list items large and small your organization needs. You can list generic items (such as “General office supplies,” “personal hygiene items” with examples) or specific items (“Refrigerator”, “Copier”, “Crayola Washable Crayons”). If you have a very specific item you need, such as a vehicle or particular copier, feel free to post a link address or a detailed description.

For questions on the NextGen Grant Application, please contact one of the following members:

Joy Carroll	joycarroll2100@gmail.com	270.929.7896
Sarah Howard	sarah.howard9@hotmail.com	502.472.2493

**FORM C
GRANT PROGRAM REQUEST BUDGET**

Name of Organization: _____

Time Period: _____

<i>Items typical for operating a program:</i>	
REVENUES/SUPPORT	BUDGET
Corporate grants	
Foundation grants	
Gov't. grants/contracts/per diem (identify)	
Contributions	
United Way	
Other federated campaigns (identify)	
Fine Arts Funds	
Membership dues	
Special events, fundraisers	
Sponsorships	
Admissions	
Sales, rent	
Revenue, tuition	
Investment income	
Interest, dividends	
Other	
Total Revenue Support	
EXPENSES	
Salaries	
Employee benefits, taxes	
Professional fees	
Equipment, supplies, materials	
Telephone, utilities	
Postage, mailing	
Occupancy	
Insurance	
Training, staff development	
Travel	
Conferences	
Evaluations	
Other	
Total Expenses	
Revenue less Expenses	

If expenses exceed revenues/support, please explain how difference will be offset. Accompanying narrative is welcome if additional explanation is warranted; for example, an explanation of in-kind gifts. You may use a simplified version of this chart if preferred.

TERMS OF GRANT AGREEMENT FOR IMPACT 100 NEXTGEN

1. Applicant agrees that any grant received from **IMPACT 100 NEXTGEN** will be expended for the explicit purposes described in the grant proposal. In the event grant monies are to be allocated for any other purpose, agreement must be obtained from **IMPACT 100 NEXTGEN**.
2. If a grant is received, applicant agrees to credit **IMPACT 100 NEXTGEN** in the manner identified by **IMPACT 100 NEXTGEN** in any publications (including annual reports, newsletters) press releases, brochures, videotapes, and other publicity or public relations materials and presentations.
3. Applicant agrees, following expenditure of any grant received, to return a follow-up report to **IMPACT 100 NEXTGEN**. An itemized budget is part of the report.
4. Applicant agrees to put Yard Signs where visible during times designated by **IMPACT 100 NEXTGEN** throughout the year.

I, the undersigned, have read and understand the Terms of Grant Agreement, and, should a grant be received, agree to follow its terms and conditions.

Applicant Organization

By _____
Executive Director

Date

SUBMIT FIVE complete copies of the application, including all attachments **and** one flash drive containing an electronic copy of the application, to the following address by **June 1st at 5 p.m.:**

Tracy Naylor, Grant Chair
c/o Integrative Accounting Solutions
1616 Frederica Street - Next to AAA – Parking and Entrance in Back
Owensboro, KY 42301

sarah.howard9@hotmail.com

PERMISSION TO VIDEO SITE VISITS TO SHARE WITH ENTIRE MEMBERSHIP

By signing below you give IMPACT 100 Owensboro permission to record the site visit at your organization and share the recording with all IMPACT 100 NEXTGEN members.

Applicant Organization

By _____
Executive Director

Date

WISH LIST FOR IMPACT 100 WEBSITE

The following WISHLIST will be posted on the IMPACT 100 website for one year for all ***qualified*** grant applicants immediately after the Finalists Announcement in August.

Please feel free to list items large and small your organization needs. You can list generic items (such as “General office supplies,” “personal hygiene items” with examples) or specific items (“Refrigerator”, “Copier”, “Crayola Washable Crayons”). If you have a very specific item you need, such as a vehicle or particular copier, feel free to post a link address or a detailed description.

The Wishlists will be at this location on the IMPACT 100 website:

<https://impact100owensboro.org/local-impact/>

2020 NONPROFIT WISH LIST

Organization Name:		
Contact Name:		
Office Phone Number:		
Cell Phone Number:		
Email:		
Physical Address:		

- #1
- #2
- #3
- #4
- #5
- #6
- #7
- #8
- #9

Additional Notes or Comments: