



## KENO MATCH AND KENO CHALLENGE PROJECT GRANT APPLICATION FORM

The Keno Match grant and the Keno Challenge Project grant have been established to support betterment in Fremont, Nebraska. Keno Match grants must be used for capital projects and/or equipment that will address a community need. Keno Challenge Project grants must be used for a more extensive capital project/equipment improvement than the Keno Match grant allows (see guidelines).

Applicant programs or services must be open to all Fremont residents. All grant applications require demonstration of a 50% match. All requests must demonstrate a strong need and positive impact on current and future residents.

The first phase of applications are due on or before December 1 for the following year. The second phase of applications are due on or before April 1 for the current year. All grant awards shall be dependent upon availability of appropriation. Applications should be sent to:

Jody Sanders, Finance Director  
[Jody.Sanders@fremontne.gov](mailto:Jody.Sanders@fremontne.gov)

or Tyler Ficken, City Clerk  
or [Tyler.Ficken@fremontne.gov](mailto:Tyler.Ficken@fremontne.gov)

Fremont Municipal Building, 400 East Military Avenue, Fremont, NE 68025

Applicants will be required to sign a statement acknowledging the City of Fremont's grant processing procedures, deadlines and reporting requirements.

Keno Match grant applicants with projects involving City property or an asset that the City will need to maintain must obtain at least three (3) written quotes from vendors in good standing with the City of Fremont and be in compliance with both State Statutes and the Fremont Municipal Code. Applicants must further agree that the lowest qualified quote shall be selected. Applicants with projects not involving City property or an asset that the City will need to maintain are exempt from the quote requirement.

Keno Challenge Project grant applicants with projects involving City property or an asset that the City will need to maintain will be required to comply with City of Fremont procurement procedures. Applicants with projects not involving City property or an asset that the City will need to maintain are exempt from the procurement procedures.

The following information may be requested from an applicant by the City if deemed necessary:

1. Organization description, including history, mission, current and future goals
2. If organization is a returning applicant, provide brief summary of most recent funded project and its outcomes
3. Purpose of request
  - a. Project description including purpose, amount of request and audience served
  - b. Desired results on the request
  - c. How the request fits the purpose of the Keno Match grant or Challenge Project grant
  - d. Identify any partners or collaborators
4. Timeline for requested support
5. Project income and expense budget, including all confirmed or pending income sources
6. IRS determination letter
7. First page of the organization's most recently filed Form 990
8. Letter of support from collaborating agency, if applicable
9. Additional support material relevant to the request



## KENO GRANT APPLICATION

### **Applicant/Organization Information**

Legal Name of Organization	
Address	
City, State, Zip	
Telephone Number	
Fax Number	
Email Address	
Contact Name and Title	

### **Grant Request Information**

Name of Project	
Start Date	
One paragraph summary of application	
Amount of Request	
Amount of Matching Funds Secured (confirmed or committed)	
Amount of Matching Funds Pending (pending or proposed)	
Number of Fremont residents that the project impacts	

\*Statement signed by authorized personnel acknowledging the City's grant processing procedures, deadlines and reporting requirements must accompany application.

## STATEMENT OF ACKNOWLEDGE OF PROCEDURES, DEADLINES AND REPORT REQUIREMENTS

*Authorized individual must check the appropriate box and sign this Acknowledgement Form.*

- ☐ This Keno Match project **does not** involve City property or an asset that the City will need to maintain and will not be required to comply with City of Fremont quote requirement. I understand that my organization will be reimbursed at the rate of 50% of paid invoices up to the grant award amount. I further understand the project shall be completed by August 31, of the grant year with a report filed with the City Clerk by September 30 of the grant year. Failure to follow the procedures, deadlines and reporting requirements may result in forfeiture of grant
- ☐ This Keno Match project **does** involve City property or an asset that the City will need to maintain. I understand I must comply with City of Fremont purchasing policy and must obtain at least three (3) written quotes from vendors in good standing with the City of Fremont. I further understand the vendors must be in compliance with both State Statutes and the Fremont Municipal Code and that the lowest qualified quote/bid shall be selected. I also agree to contact the Director of Finance (Jody Sanders) at (402) 727-2627 or [jody.sanders@fremontne.gov](mailto:jody.sanders@fremontne.gov) before committing funds for my project. I further understand the project shall be completed by August 31 of the grant year with a report filed with the City Clerk by September 30 of the grant year. Failure to follow the procedures, deadlines and reporting requirements may result in forfeiture of grant.

Signed: \_\_\_\_\_

Witness: \_\_\_\_\_

\_\_\_\_\_  
Printed name and title

\_\_\_\_\_  
Printed name and title

\_\_\_\_\_  
Date

Received by City of Fremont: \_\_\_\_\_  
Name and Title

Date: \_\_\_\_\_