



HOOPER AREA COMMUNITY FOUNDATION

GRANT APPLICATION FORM

The Hooper Area Community Foundation's mission is to receive, administer and disburse funds for community improvement in the Hooper area, and provides assistance in areas such as civic, arts and culture, health and recreation, social services and education.

1. Applicant Organization Information

Legal name of organization: _____

Address: _____

CEO Name and Title: _____

Telephone number: _____ Fax number: _____

Contact person, title and phone # (if different from CEO) _____

General purpose of the organization:

Year organization was founded: _____ Total current year operating budget \$ _____

Number of people active in your organization. Volunteers _____ Paid Staff _____

Other _____

Please list some of your long-term goals or projects for your organization.

Outside of this request, what are some of your wish list programs or items?

Would you like these wishes to be listed on our Web site in "Wish List" section for donors to review? _____

2. Grant Request Information

Name of project: _____

One paragraph summary of purpose and amount of request: (complete this section in addition to attached narrative)

Time period of project: _____

Number of people in the Foundation's service area directly served by the project (please count the number of individuals): _____

How does this project fit the mission of the Hooper Area Community Foundation?

How will you measure the success of this program or project?

3. Publicity and Recognition

If your organization receives a grant, how would your organization recognize the Hooper Area Community Foundation?

4. Proposal Budget Information

- a. Applicant's contribution to requested project: \$ _____
- b. Amount of grant request: \$ _____
- c. Amount of other *confirmed* requests: \$ _____ (Include names of other supporters in attached narrative)
- d. Total Cost of Project: \$ _____
- e. Percent of total project support requested from the Foundation: _____%
- f. What specific Foundations or related endowments is your organization supported by?

5. Authorized signature and endorsement:

The Board of Directors of our organization has approved the submission of this proposal. If we receive a grant, we agree to use the funds as specified in this request. We will allow the Hooper Area Community Foundation to use the information provided in this request in its publications and news releases, and will mention the Foundation's support in any publications, news releases, or other publicity regarding the project.

Acceptance of this grant also entitles the Hooper Area Community Foundation to send a representative to one of your board meetings to present the grant check, hear a little more about your organization, and share about the Foundation.

Signature and Title

Date

Please include the list of items on the following page when submitting your application.

6. Required supporting materials:

- a. Narrative description and budget for proposed grant project.
- b. Copy of the organization's 501 (c) (3) IRS letter, or application.
- c. List of Board of Directors and officers.
- d. Income and expense statement for previous two years' operations, and current budget.
- e. Most recent financial audit, if available.
- f. Most recent annual report or publication describing your organization.
- g. If your organization is part of a larger organization (example: PTA of one school in a school system), include a letter of support for your project from the larger organization.
- h. List other grant requests pending for this project, if applicable.

Submit to: Hooper Area Community Foundation
Matt Thoene
501 East Elk Street
Hooper, NE 68031