2020 GRANT APPLICATION COVER SHEET

Deadline: Friday, March 13th

Name of Organization: ____________________________________________

EIN#: _____________________________

Mailing Address: __________________________________________________

Contact Person: ______________________ Email: _________________________

Annual Budget: ______________________

Type of Organization: (Please check one of the following)

☐ 501(c)(3) Organization (Attach Your Determination letter from the IRS)
☐ Publicly-Owned Tax Exempt Organization

Amount Requested: $_________________ Total Funds Required: $__________________

Is this a recurring expense?  Y   N  Are you requesting a multi-year grant?  Y   N

Please include a brief description of your proposed project:

_________________________________________________________________________
_________________________________________________________________________

Authorized Signature: ____________________________ Date: ________________
Grant Application

*SGCF’s Mission* - Foster non-profit growth, simplify giving, build endowments, and distribute funds to benefit our community.

Our focus is to bring together local organizations and resources to enhance our community.

**Eligibility** Applicants must be tax exempt under the provisions of Section 501(c)3 of the Internal Revenue Code or a publicly-owned tax exempt organization.

**About the Grants**
- Grants must be used for proposed work benefitting Sweet Grass County
- Grant requests are reviewed by a committee and approved by the board of Sweet Grass Community Foundation
- Incomplete applications will not be considered

**Other Criteria**
Higher priority will be given to projects that:
- Address important, unmet needs
- Have long term and/or substantial community impact
- Will be completed within one year of grant award, if not, include why not

Ineligible proposed projects:
- Sponsorships
- Conferences and workshops
- Planning, research or untested projects
- Partisan or sectarian activities

**What is Required in the Application Package**
- Grant application cover sheet
- Mission Statement
- Proposal narrative (See description below)
- Copy of Most Recent Financials
- Copy of 501c3 designation letter or, if publicly-owned tax exempt organization, proof thereof
- Roster of board members and a copy of your most recent board meeting minutes

Continued on Next Page -
Proposal Narrative Description (2 Page Maximum)

- Describe how the funds will be used. Be as specific as possible.
- Who will benefit from the project?
- Overall, what impact will this project have in Sweet Grass County?
- Budget Summary – Include the Following
  - Amount of this Request
  - Amount of Other Confirmed Funding
  - Total Cost for Proposed Work
- If requesting a multi-year grant, explain how the funds will be used each year

Completed Applications

- Application packages must be received by March 13
- Email or Mail a copy of the package to:
  
  Sweet Grass Community Foundation  
  PO Box 517  
  Big Timber, MT 59011

First Quarter Grant Cycle

Deadline - March 13

For Questions

Please contact the Committee Chair at grants@sweetgrasscf.org

For more about Sweet Grass Community Foundation, please check out our website at www.sweetgrasscf.org

* Lobbying any employee of SGCF, the Committee, or Board Member before, during or after the grant has or has not been awarded is strictly forbidden. This will jeopardize a grant in progress or any future grant request. Committee members, Board Members and employees are not permitted to discuss grant applications with anyone outside SGCF.*