



# AMADOR COMMUNITY FOUNDATION GRANT GUIDELINES

## Grant Eligibility:

Amador Community Foundation welcomes grant applications up to \$500 for community projects whose purpose is to make a difference in the lives and future of people in the Amador area.

Grants may not be used for political or religious purposes, to retire long-term indebtedness, to influence legislation or elections, and will not be awarded to private foundations and other grant-making organizations.

## Grant Evaluation Criteria:

In order to make the best use of available funds, projects or programs that are unique, address needs of underserved populations, are collaborative, are responsive to changing and emerging community needs, and/or are strongly community-oriented will receive the highest priority.

Proposals will be evaluated on the basis of:

- Service/benefit to the community that is currently not being met
- Practical approaches for dealing with specific community problems or needs
- Utilization of other funding and resources that already exist in the community
- Partnerships/use of other programs or resources

## Grant Submission:

In order to be considered, your application must be submitted by March 31st of the current year. Applications will be returned if received after March 31st. Applicants may apply only once per year.

## Grant Award:

The Board of Directors makes all funding decisions. If approved for funding, applicants will be required to publicly acknowledge the Foundation's grant award prior to release of funding (helpful hints sheet provided). In addition, the applicant will be required to provide a brief final report including how funds were spent and photos, if available. The report may be written or presented orally to the Board of Directors.



# AMADOR COMMUNITY FOUNDATION GRANT APPLICATION

Organization Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Fax: \_\_\_\_\_

Project/Program Name: \_\_\_\_\_ Website: \_\_\_\_\_

Date submitted: \_\_\_\_\_ Grant amount requested: \_\_\_\_\_  
(Requests greater than \$500 must go to Committee)

Purpose of funding request: \_\_\_\_\_

Check Made Out To: \_\_\_\_\_

## **Please answer the following:**

1. Describe your organization's background or purpose. For example, how long have you been organized, what projects have you completed, what projects are underway, etc.
2. Describe the service/benefit to the community that is currently not being met. For example, what is not being addressed, who is not being served, etc.
3. Describe your approach for dealing with the specific community problem or unmet need. For example, who will be served, how many people will be impacted, the number of times an activity will be performed, how long will it take to affect the change, etc.
4. Describe any other organizations or projects that are performing similar or complementary activities.
5. List criteria and expected results that will determine the effectiveness of this grant. Provide quantifiable outcomes.
6. List all other sources of funding you have received or are pursuing for this project or program. For example, cash, grants, in-kind products and services, volunteers, etc.
7. List partnerships or use of other programs or resources you will be utilizing.

DESCRIPTION	FUNDS REQUESTED FROM ACF	FUNDS FROM OTHER SOURCES	TOTAL PROJECT BUDGET
<b>Personnel Expenses</b>			
<b>Operating Costs:</b>			
<b>Total Budget:</b>			