# Community Grant

Please return to:

Madrid Community Endowment Fund

P. O. Box 1

Madrid, IA 50156

##### Deadline: April 30th

## APPLICATION COVER PAGE

**Incomplete application will not be accepted**

### LEGAL NAME OF NONPROFIT ORGANIZATION

### ADDRESS OF ORGANIZATION

**BRIEF DESCRIPTION OF ORGANIZATION**

**IS YOUR ORGANIZATION A 501(C)(3) ORGANIZATION AS DEFINED IN THE IRS PUBLICATION 557?**

**Yes No**

**IS YOUR ORGANIZATION A UNIT OF GOVERNMENT?**

**Yes No**

**FEDERAL ID NUMBER (required)**

**CONTACT PERSON TITLE**

### PHONE NUMBER E-MAIL ADDRESS

### GRANT AMOUNT REQUESTED

**Have you requested funding from the Endowment Fund previously?**

**Yes No**

**If Yes, Date(s) Amount of Previous Award(s)**

**TITLE OF PROPOSED PROJECT**

**EXPECTED START DATE**

**Please provide a description of your project, including total budget, in the space below. (Attach additional pages, if needed).**

(Attach all supporting documents to this cover page.)

#### Grant Application Guidelines

**The purpose of the Madrid Community Endowment Fund is to assist in providing resources for a broad range of existing and future charitable needs throughout the Madrid, Iowa area. The ‘Madrid, Iowa Area’ shall be defined as the area encompassed by the 50156 zip code.**

Please respond to the following discussion points in the order given:

1. Please provide a brief overview of your organization, including mission statement and future goals.
2. In detail, describe the project for which you are requesting funding from the Madrid Community Endowment Fund, including the total budget of the project, and how the grant will assist the project.
3. Describe the activities you will undertake and the tangible benefits that will result if you are successful.
4. Outline the key resources you have identified that will help you be successful with this project including financial and non-financial support (i.e. grants or contributions); and partner relationships with key individuals or institutions that are critical to this project.
5. Describe whether or not the project will continue beyond the Endowment Fund Grant and, if so, how the project will be sustained. If the project will not continue, discuss how you will build on the success of the project and share lessons learned.
6. All applicants receive written notification of the Board’s decision. Those selected for a grant must sign a *Grant Agreement* upon receipt of money.

A complete application packet includes:

* Application Cover Page
* Letter signed by an authorized person from your organization
* Complete answers to all discussion points
* Applicable letter(s) of support from project partners

### For more information contact:

Dustin Andersen, Chair

Terry Ostendorf, Vice Chair

Tracey Walter, Secretary and Treasurer

Aaron McCarty

Kathy Ericson

Brad Leonard

Peggy Nardini