

Pacific Northwest Kiwanis Foundation
5427 Glen Echo Ave
Gladstone, Oregon 97027-2627 USA

Grant Application

Application Made To: Pacific Northwest Kiwanis Foundation

Date: _____

Grant request postmarked by: February 15th, July 15th and September 15th.

APPLICANT ORGANIZATION

NAME: _____ year incorporated _____

ADDRESS: _____

Officer's name and title _____

Project contact's Name and Title (if different) _____

Telephone Number _____ email _____

Fax Number _____

ORGANIZATIONS DEMOGRAPHICS:

Number of members _____

Kiwanis family organizations _____

Geographic area served _____

OPERATING BUDGET FOR THE CURRENT FISCAL YEAR

Fiscal Year: _____

SOURCES OF INCOME

Government Federal _____%

State _____%

County _____%

City _____%

Fees/Earned Income _____%

Individual Contributions _____%

United Way _____%

Corporate/Foundation grants _____%

Special Events _____%

Membership _____%

Other _____%

PROPOSAL

AMOUNT OF THIS REQUEST \$ _____ FUNDS NEEDED BY _____

TIMEFRAME IN WHICH FUNDS WILL BE USED: From _____ To _____

Project funds: (check one please)

GENERAL OPERATING SUPPORT _____ CAPITAL PROJECT SUPPORT _____

If for capital project support, complete the following:

PROJECT NAME: _____

TOTAL PROJECT COST: \$ _____ PERCENT THIS REQUEST OF PROJECT TOTAL _____%

PROJECT TYPE

Capital:

Construction _____

Renovation _____

Equipment _____

Specific Program _____

Other: (describe in narrative)

PROJECT DESCRIPTION

1. WHO WILL PROJECT SERVE:

2. HOW MANY WILL PROJECT SERVE:

3. WHAT GEOGRAPHIC AREA WILL PROJECT SERVE:

THE PACIFIC NORTHWEST KIWANIS FOUNDATION REQUESTS THAT YOU LIMIT THE LENGTH OF YOUR ANSWERS FOR THE FOLLOWING QUESTIONS TO NO MORE THAN A TOTAL OF FOUR PAGES.

APPLICANT ORGANIZATION BACKGROUND

Include organizational mission statement and purpose, organizational qualifications, history of accomplishments, governance, area and population served, role of volunteers. (If this is a collaborative venture, describe the partner organizations and the projects relation to the others involved.)

NEEDS STATEMENT

Identify the needs of your Kiwanis Club and what this proposal will address.

PROPOSAL

How will your proposal address identified needs?

Projected goals, objectives, timeline, anticipated impact

Expected role of volunteers

Number and types of people who will benefit from the club proposal

How will you monitor your work and how will you measure success or effectiveness?

Where you expect to find future support?

A detailed project budget for which the funds are being sought by your club.

ADDITIONAL INFORMATION

Please address here anything else about our organization or project you think is relevant to this proposal.

ATTACHMENTS

In addition to the application cover letter and the information required in the application form, please attach the following, if available:

- 1. Verification of tax –exempt status under Section 501 c 3 of the IRS Code and appropriate tax codes of Canada.**
- 2. List of current board members**
- 3. List of key organizational staff associated with project**
- 4. IRS Form 990 (if available) or Canadian reporting forms**
- 5. Most recent audited financial statement (if available)**
- 6. A one-page summary of actual income and expenses for the past two years**
- 7. Organization’s current year operating budget**

FINAL REPORT

If awarded a grant a one page report, upon completion of the project is requested by the PNW Kiwanis Foundation. Photographs and the project final report may be used in the PNW Kiwanis Builder and local media. Forward a final report 30 days after the completion of the project. All documents and materials are to be mailed to address above.

Grant form effective date: August 30, 2014.