**GRANT APPLICATION**

**PROJECT DATA**

**Date:** *Pull down for date.*

**PNW District Kiwanis Club of**: *Club Name* (K-*Club Number*)

**Contact Name:** *First Name* *Last Name*

**Contract Address: XXXXXXXXXXXXXXXXXXXXXX**

**Contact Email Address:** *Email Address*

**Contact Telephone Number:** *(Area Code) Phone Number*

**Second Contact Person:** *First and Last Name* PH  *(Area Code) Phone Number*

**Name of Club Project:**  *Publish Project Name* **Signature Project:**

**Foundation Matching Grant Fund Emphasis:** (Check all that apply)

Health

Education

Youth Leadership Development

**Partner Organization (if applicable):** *Name of Organization* Non-Profit:

**Project Total Cost:** $  *Total Dollar Amount of Project*

**Kiwanis Club Contribution:** $ *Dollar Amount*

**Partner Organization Contribution**: $  *Dollar Amount*

**Requested Grant Amount:** $  *Dollar Amount*

**PROPOSAL**

**Describe the Grant proposal request.** *Description of Project*

(Attach additional information)

**How many Children will the project serve?** *Number of Children*

**ADDITIONAL INFORMATION**

**Include:** Proposed project mission statement, purpose, history of accomplishments, community reached, and population served.

**Describe:** The partner organization and the project relationship (if this is a collaborative venture).

**PROJECT QUESTIONS**

**Answer these Grant proposal questions:**

1. How will your proposal address the identified needs?

2. What are projected goals, objects, timeline, anticipated impact?

3. What is the expected role of the Kiwanis Club volunteers?

4. What is the expected role of a Partner Organization of volunteers?

5. How many people will benefit from Club proposal?

6. How will you monitor your work and how will you measure success of effectiveness?

7. When will this proposed project be occuring? \_\_\_\_\_\_\_\_\_\_\_\_(per year)

8. Where do you expect to find future support if short funds?

**ATTACHMENTS**

**Along with the submittal of the Grant application form, a cover letter, and addtional information, please attach the following as applicable:**

1. Kiwanis Club Annual Report for most recent year.
2. Partner Organization’s verification of tax -exempt staus under Section 501 c3 of the IRS Code and/or appropriate Tax Codes of Canada.
3. Partner Organization’s list of key staff associated with project.
4. Partner Organization’s current year operating budget for this project.

**APPLICATION SUBMITTAL**

**Save completed:** Application form, additional information and attachments to a PDF(s) and send to PNW Kwianis Foundation Secretary via:

1. Email to [pnwkfsecretary@gmail.com](mailto:pnwkfsecretary@gmail.com) or
2. Mail to Richard N. Steiner, Foundation Secretary, 3990 SW Ben Hogan Drive, Redmond, OR 97756

**Submit before**: January 15th, July 15th, or September 15th deadlines.

**APPROVED GRANT REPORT & PUBLICATION**

**Final Report:** Provide Thirty days (30 days) upon completion of the Kiwanis Club Project that received a Grant, a one-page final report to the PNWK Foundation.

**Press Release:** Submit for publication the Final Report along with project photographs (with photo releases) to the PNW Kiwanis Builder and local media which shall be completed by the Kiwanis Club.