

# Bay Area Community Foundation Civic League Advisory Fund Grant Application



The Civic League Advisory Committee focuses grantmaking on “Enhancing the well-being of women, children and families.” For those non-profit organizations interested in applying for a Civic League Advisory Fund grant, please answer the following questions:

- Will the program or service benefit women, children or families in the Bay County area?
- Is your organization a federal 501(c)(3) tax-exempt organization, a government entity, a school district or a university?
- Will the funding be used for a charitable purpose?
- Have all final reports due to the Foundation on previous grants been submitted?
- Does the organization have a current certified financial audit?

Can you verify that:

- This request is not for a sectarian religious program?
- This request for funds will not be used to grant to individual person?
- This request will not be used to cover deficits or other previously incurred obligations?

If you have answered “yes” and verified all the above questions, your organization may be eligible to submit a grant application requesting no more than \$1,000. Contact the Bay Area Community Foundation to discuss application requirements.

***Deadline for application is March 1<sup>st</sup> annually.***

Grantee Contact	_____	Grant number	_____
Organization	_____		
Address	_____		
Phone	_____	Tax ID	_____
Email address	_____	Website address	_____
Amount requested	_____	Total project cost	_____

**On NO MORE THAN FOUR (4) attached sheets of paper, answer the following questions:**

- What is/are the Project goal(s) and the timeline?
- What are the objectives and the project description?
- How will this request benefit women, children or families and what is the intended impact?
- Provide a Statement of Need: The need for and importance of the project. What factors contribute to the need?
- How do you plan to evaluate your success?
- Where else are you receiving or seeking funding?
- Detailed project budget on how will the money be spent.

Return cover sheet and application to:

Lisa Cleland, Program Officer

Bay Area Community Foundation

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