

2020 ECCF Asset Grant Application

Eau Claire Community Foundation

Proposal Overview

Request title*

Name of proposed asset purchase or improvement

Character Limit: 250

Organization description (elevator pitch)*

Provide a brief description of your organization as you would give it to potential donors. If you're using a fiscal sponsor, also explain its relationship to your organization.

Character Limit: 250

Nature and purpose of the grant request*

Briefly describe your grant request. (If funding is approved, this will be read when the grant is presented.)

Character Limit: 350

Amount requested from ECCF*

Character Limit: 20

Grant category*

*Select the ECCF granting category that best fits your request. Even if your proposal is relevant to multiple categories, **please check ONE!***

Choices

Create Culture (Visual and Performing Arts, Music, Museums, Literature)

Form Futures (Education, Training)

Give Green (Environment, Recreation, Animals)

Offer Opportunities (Social Services, Accessibility Needs, Programs for Elders, Veterans' Needs)

Target population*

Briefly describe the target population who will benefit from your proposed purchase. (Include the service area, ages, and numbers served.)

IMPORTANT: To be considered for funding, most of the grant proposal's impact **MUST** be in Eau Claire County.

Character Limit: 500

Approximate date of proposed purchase*

Give the month and year in which you anticipate purchasing or improving this asset. If you anticipate more than one purchase date, please give all that apply.

REMINDER: ECCF grant dollars can only be used June 1 of the year the grant is awarded to June 1 of the following year.

Character Limit: 250

Grant Period Eligibility*

I verify that the requested grant money will be used within the ECCF grant period (June 1, 2020 to June 1, 2021).

Choices

Yes

No

Proposal Details

1. Mission statement*

What is the mission statement of your organization? How does your proposed purchase help your organization meet its mission?

Character Limit: 1600

2. Community needs*

What need(s) in the Eau Claire area will your proposed purchase help your organization address? How did you identify and document this/these local need(s)?

Character Limit: 1200

3. Desired outcomes*

List up to three positive outcomes you anticipate after acquiring or improving this asset. Number each outcome if you have more than one.

Character Limit: 640

4. Asset selection*

Explain how you selected the particular item(s)/vendor(s) you did. What research did you do? How do you know your proposed purchase will result in the best use of grant dollars?

Character Limit: 1200

4a. Supporting documents for asset selection

Please upload any documents that demonstrate your research process (estimates, letters of support from vendors, etc.) If you have more than one, combine them into one PDF.

File Size Limit: 2 MB

5. Ongoing costs*

Describe your plan for supporting the ongoing costs of this asset purchase or improvement.

Character Limit: 1500

6. Staff training*

Describe how your staff and/or volunteers will be prepared to use the purchased or improved item(s). What training will they need?

Character Limit: 600

7. Asset evaluation*

How will you know that your asset purchase or improvement has successfully enhanced your organization's ability to serve the community? List up to three measures of success. Number each measure if you have more than one.

Character Limit: 1200

8. Partial funding*

Can you complete your proposed purchase if you receive partial funding from ECCF?

Choices

Yes

No

8a. Contingency Plan

If you responded "yes" to the partial funding question, please list your funding priorities so ECCF can try to fund the most important items even if it can't fund your entire request. Good contingency planning will NOT reduce your proposal's chances of being fully funded!

Character Limit: 1000

Financial Information

ECCF FUNDING

Explain your requests for grant support in each budget category. **Enter \$0 for irrelevant budget items and NA for irrelevant text boxes.**

1. Cost of asset purchase/improvement*

How much grant support are you requesting toward the total cost of your proposed asset purchase or improvement?

Character Limit: 20

Asset purchase/improvement grant support*

If you're requesting grant support for the purchase, clearly explain how the dollars would be used.

Character Limit: 500

2. Contracted services*

How much grant support are you requesting for contracted services? (A contracted service is when a third party is under contract to perform a paid service for your organization.)

Character Limit: 20

Contracted services grant support*

*If you're requesting grant support for this category, give the amount and clearly explain how the grant dollars would be used. Expenses **MUST** be necessary for your proposed purchase and not for general organization operations.*

Character Limit: 500

3. Maintenance*

*How much grant support are you requesting for maintenance costs within the ECCF grant period? (**NOTE:** Grant dollars can't be used after the grant period ends on June 1.)*

Character Limit: 20

Maintenance grant support*

If you're requesting grant support for this category, clearly explain how the grant dollars would be used.

Character Limit: 500

4. Other Expenses*

How much grant support are you requesting for expenses not included in the preceding boxes?

Character Limit: 20

Other expenses grant support*

If you're requesting grant support for this category, clearly explain how the grant dollars would be used.

Character Limit: 500

Total ECCF Funding*

Amount of grant support you're requesting from ECCF. (This should be the sum of numbers 1-4, and it should equal what you entered in the "Amount requested from ECCF" box.)

Character Limit: 20

OTHER SOURCES OF SUPPORT

1. Agency Contribution*

How much will your organization contribute toward this asset purchase/improvement?

Character Limit: 20

Explanation of agency contribution

Briefly explain how your organization plans to support this purchase (financial contribution, volunteer hours, etc.).

Character Limit: 1000

2. Other Contributions*

If you anticipate grant funding, in-kind contributions, or other support from individuals and organizations besides ECCF, estimate the amount. (In-kind contributions include services like printing, venue space, publicity, etc. that donors supply at no cost. If you're receiving in-kind contributions, estimate how much you would pay for them if they weren't donated and include that amount in this question total.)

Character Limit: 20

Explanation of other contributions

Briefly describe any other sources of support for your proposed purchase.

Character Limit: 1000

Total other sources of support*

Sum of numbers 1 and 2.

Character Limit: 20

Total purchase cost*

Sum of the **TOTAL ECCF FUNDING** and **TOTAL OTHER SOURCES OF SUPPORT** boxes.

Character Limit: 20

Previous ECCF Grants

Please list the date(s), title(s), and grant amount(s) of any ECCF grants your organization has received in the past three years, including Women's Giving Circle grants.

Character Limit: 500

Additional Organization Information

Application Eligibility*

I have read and understood the ECCF grant eligibility requirements (listed in the Grantmaking Guidelines document), and I verify that my organization and grant proposal meet all of these requirements.

Choices

Yes

No

Year of your organization's incorporation

Character Limit: 5

Is your organization's name the same as on the IRS letter provided in the File Uploads section?*

Check "no" if your organization is currently operating under a different name or if you're using a fiscal sponsor and providing that organization's tax-exempt information.

Choices

Yes

No

If your organization's name is NOT the same as on your provided IRS letter, please explain.

IMPORTANT: If you're using a fiscal sponsor, you MUST provide a letter of support from that organization in the File Uploads section.

Character Limit: 1000

Organization's fiscal year*

Character Limit: 100

Authorization by the organization's Executive Director or equivalent officer*

I certify that the information provided in this application is correct to the best of my knowledge. I understand that additional information may be required by ECCF to aid the Grants Committee in their review of this request, and I'm available to answer your questions.

NOTE: Applicants who answer "no" are NOT eligible for grant funding.

Choices

Yes

No

Authorization from the School District Superintendent (if applicable)

APPLICATIONS FOR SCHOOL RELATED PROPOSALS REQUIRE THE AUTHORIZATION OF THE DISTRICT SUPERINTENDENT. If your asset purchase or improvement will be located on school grounds, please upload a signed letter or an email from the Superintendent stating that she/he approves your proposal.

File Size Limit: 2 MB

File Uploads

Please send an email to grants@eccfwi.org if you have any questions about the following required attachments.

Budget*

Organization's current overall operating budget, including expenses and revenues

File Size Limit: 2 MB

Proof of Tax Exempt Status*

Copy of tax exempt status letter from the IRS, Government Certificate of Exemption, or equivalent proof of tax-exempt status

File Size Limit: 2 MB

Audit Report or Financial Statement*

Most recent annual audit or, if your organization doesn't require an audit, your most recent financial statement

File Size Limit: 2 MB

Board of Directors*

List of current Board of Directors or equivalent governing body members

File Size Limit: 2 MB

Letter(s) of Support (required if you have a fiscal sponsor)

A letter of support is required if another organization or person is integral to your grant proposal and/or is a fiscal sponsor. If you have more than one letter of support, please combine them into one document and upload them here.

File Size Limit: 2 MB

Organization logo*

Please upload your organization's logo. (This will be displayed at ECCF's Annual Meeting if your grant proposal is funded.)

File Size Limit: 2 MB

PLEASE NOTE: As part of our due diligence process, we will check the charitable status of your organization.