



Lapeer County Community Foundation

264 Cedar Street Lapeer, MI 48446

(810) 664-0691

awhite@lapeercountycommunityfoundation.org

MINI GRANT APPLICATION

For programs/projects under \$1000

Application must be typed or printed clearly. Additional sheets may be added if necessary.

Name of organization (if a student organization, also provide full name of school)

Organization address _____

City/state/zip _____

Organization phone # _____ **Fax #** _____ **Email address** _____

Program/project contact person _____ **Phone #** _____

Amount requested: _____

(must be \$1000 or less – if greater amount is needed, please use the regular grant application form)

PROGRAM/PROJECT DESCRIPTION:

Describe the program/project, including its purpose and the reason(s) it is needed in our community. Also, describe the way in which the program/project will be carried out, how many people it will serve, and the location where it is to be provided.

APPLICANT ORGANIZATION:

Briefly describe the history of the applicant organization: when it was founded, where it is located, whom it serves, its purpose or mission, and the number of members.

PROJECT BUDGET:

Present a detailed estimate of total project costs. If project costs exceed your grant request, indicate the source(s) of other funds. List the status of any other grant requests you may have pending.

FUNDING PLANS:

Will this program continue in the future? If so, how will it be funded?

EVALUATION:

Describe what you expect your results will be and how you will determine whether you accomplished your purpose. **Please note that if a grant is awarded, it will be necessary to submit a final report to the Foundation upon completion of the grant period.**

ADDITIONAL MATERIALS TO SUBMIT WITH APPLICATION:

- Copy of Internal Revenue Service tax-exemption letter confirming 501(c)(3) status.
- List of members of the organization's governing board if not elected public officials.
- Copy of last annual financial statement and current operating budget. This information needs to be supplied only once annually by the organization.

CERTIFICATION:

To the best of my knowledge and belief, statements in the attached application are true and correct; the document has been duly authorized and is supported by the governing body of the applicant; and the applicant organization will comply with applicable laws, regulations, terms and conditions in effect at the time of grant.

I understand that the Foundation, in evaluating this grant application, may, if it deems appropriate, review any and all of the information submitted as part of this request with advisors of the Foundation's choosing.

Signature of Board President or Executive Director for 501 (c) 3 charitable organization, **or**
Signature of Immediate Supervisor for government or educational institution

Date

Signature of applicant

Date

Submit the completed application to: Lapeer County Community Foundation
264 Cedar Street
Lapeer, MI 48446