

Courtenay Community Fund

Grant Guidelines

Granting Guidelines

- Grants shall be awarded only to those organizations designated by the IRS Code as 501(c)(3) non-profit tax exempt groups, or government agencies. No grants shall be made to individuals.
- Grants shall be awarded to organizations that serve the citizens residing within a 25 mile radius of Courtenay, ND.
- Grants to religious organizations will be limited to those activities which are non-denominational and serve the entire community.
- Applications shall be available online at www.NDCF.net/Courtenay, or by contacting a committee member.
- Applications shall be due by April 30 and December 1 of each year.

Funding Priorities

High Priority

- Projects or programs that benefit a greater number of residents
- Requests that demonstrate applicant will seek or has secured other funding sources

Low Priority

- Requests for operating funds or day-to-day expenses
- Requests for multiple-year funding

Deadline: April 30 and December 1

Return completed application to:

Tiffiney Dick
1627 Hwy 9
Courtenay, ND 58426

Courtenay Community Fund

Grant Application Form

DO YOU QUALIFY FOR A GRANT? *Please mark only one. EIN required.*

Organization is an IRS 501(c)(3) not-for-profit. Federal ID# (EIN): _____

Organization is a unit of government. Federal ID# (EIN): _____

Organization has a written agreement with a fiscal sponsor* who is a 501(c)(3) or government agency.

Sponsor's Federal ID# (EIN): _____

If you cannot mark any of the above, your organization does not qualify for a grant. Please contact your local community foundation representative or NDCF if you need help finding a fiscal sponsor.*

The following items must be included with this application form in order to be considered for a grant:

Nonprofit 501(c)(3) organizations

1. Copy of your 501(c)(3) determination letter (issued by the IRS) **OR**
a copy of your fiscal sponsor's determination letter **and** written sponsorship agreement.
2. List of board or committee members and their employers and/or community affiliations.
3. Project budget, including other sources of funding.
4. Financial statements from your most recently completed fiscal year **OR** organization's most recent 990.
5. List of companies and foundations that you are soliciting for funding **and** dollar amounts, indicating which sources are committed, pending, or anticipated.

Government agencies

1. List of board/committee members.
2. Project budget, including other sources of funding.
3. List of companies and foundations that you are soliciting for funding **and** dollar amounts, indicating which sources are committed, pending, or anticipated.

APPLICANT INFORMATION

Name of Organization or Group Applying for Grant

Mailing Address

City

State

Zip

Primary Contact Person

Title or Role

Phone

Email

FISCAL SPONSOR INFORMATION (IF APPLICABLE)

Name of Fiscal Sponsor - (Organization to receive grant must be 501(c)(3) or government agency)

Mailing Address

City

State

Zip

Fiscal Sponsor Representative

Title or Role

Phone

Email

*Fiscal sponsorship is an arrangement between a 501(c)(3) public charity or unit of government and a project that does not have that tax status, in which the charity receives and expends funds to advance the charitable work of the project while retaining discretion and control over the funds.

Required: AMOUNT REQUESTED & PROPOSAL NARRATIVE

AMOUNT REQUESTED: \$ _____ Would you accept less than the requested amount? _____

PROJECT OR PROGRAM NAME: _____

Please use this section to describe your request. Attach up to one (1) additional page, if needed. If you are requesting funding for more than one project, program, or item, please list all. Examples of what to include: *How will the requested funds be used? How will the community benefit from this charitable project or program? Which geographic area(s) and/or demographic group(s) are served by this project or program?*

Required: Please write a brief essay answering the question, “How would these funds provide direct benefit and value to the community touched by the Courtenay Wind Farm?”

AUTHORIZATION

Signature

Date

Print name

By signing, I certify that all statements and information provided in this application are true, complete and correct to the best of my knowledge, and are made in good faith. I understand that statements or information furnished on this form are subject to verification and I agree to furnish supporting documents or information when so requested.