



Health & Human Needs 2012 Grant Application

Name of Applicant Organization: _____

Name of Project or Initiative: _____

Project Description (2 sentences):

Total Amount Requested: \$ _____

Organization's Address: _____

City, State and Zip Code: _____

Name & Title of Chief Executive: _____

Chief Executive's Telephone: _____

Chief Executive's Email: _____

Name of Board Chairman: _____

Board Chairman's Telephone: _____

Board Chairman's Email: _____

1. Please review the General Guidelines on the reverse side of this application to ensure your proposal is completely consistent with the requirements of the Door County Community Foundation, Inc.
2. Use the Proposal Format outlined on the reverse side of this application to explain your ideas.
3. Please provide the following (*if you submitted any of these documents to the Community Foundation with a recent application, you do NOT need to resubmit it unless a newer version is available*):
 - A complete list of your organization's current officers and directors.
 - A copy of your independently audited financial statements. If an audit is not available, submit your current year's budget and a statement explaining why your organization is not audited.
 - A copy of your 501(c)(3) tax exempt determination letter (or other applicable documentation of the charitable nature of your organization).

Signature of Chief Executive

Date

This application and all supporting materials must be ***received*** in the offices of the Door County Community Foundation ***by 4:00 p.m. on Tuesday, March 20, 2012.***

General Guidelines

This application is for the **Door County Community Foundation's Health & Human Needs Fund** and affiliated Funds. Only applications which support **health or human services projects** will be considered during this Grant Cycle. Activities must serve the residents of, OR improve the quality of life in, Door County, Wisconsin. We anticipate awarding several grants averaging \$2,000 to \$4,000.

The Community Foundation now offers several Grant Cycles each year each focused on different issues important to Door County. Please check our website – www.doorcountycommunityfoundation.org – for the latest information and application forms.

The following do **not** qualify for support during this particular Grant Cycle:

- Unrestricted operating support
- Endowments
- Retiring debt or budget deficits
- Loans or re-granting programs
- Multi-year commitments (charities may reapply in future Grant Cycles)
- Religious activities or advancement of a particular religious belief
- Individuals or groups that do not operate as charitable organizations or units of government

Fundraising expenses and capital campaigns are generally discouraged during this Grant Cycle unless the applicant can articulate special circumstances which make their request particularly important.

This application and all supporting materials must be **received** in the offices of the Door County Community Foundation **by 4:00 p.m. on Tuesday, March 20, 2012**. We prefer that you apply by email (MS Word or PDF) to applications@doorcountycommunityfoundation.org. Alternately, mail it to P.O. Box 802 Sturgeon Bay, WI 54235 or deliver to 228 N 3rd Ave in Sturgeon Bay. A drop box is adjacent to our front door for after hour deliveries. Decisions are made typically within 4 to 6 weeks of the deadline. Contact Christine Henkel at christine@doorcountycommunityfoundation.org or call (920) 746-1786 if you have any questions.

Proposal Format

Please prepare a narrative description of not more than four (4) typed pages using the following format:

1. Define the issue or opportunity you are going to address, using facts and statistics where appropriate.
2. Explain the specific activities you are asking the Community Foundation to support and how they will address the issue or opportunity you have defined.
3. Provide an overview of your organization and why it is the right one to conduct these activities.
4. Present a budget summary for the project or initiative, clearly articulating that which you are asking the Community Foundation to support and other anticipated sources of revenue, if any.
5. If applicable, explain why your application deserves Special Consideration (see below).

Special Consideration

The Community Foundation hopes to promote certain best practices in the charitable community. Hence, while the following are **not required** of any applicant, those that demonstrate any of the following will receive special consideration during the Community Foundation's evaluation process:

- Collaborative – brings different organizations together to accomplish a common goal
- Innovative – offers a new or unique approach to addressing an issue
- Sustainable – demonstrates an ability to continue beyond the duration of any grant awarded
- Inclusive – considers the community's diversity by engaging diverse peoples
- Environmentally Conscious – incorporates practices that are environmentally friendly
- County Issue – addresses an issue that is widely recognized throughout the entire County as a priority