



GRANT APPLICATION FORM

INSTRUCTIONS

1. Do research to determine the foundations and corporations that make grants to your type of organization, in the geographic area in which you function and for your field of interest.
2. After completing your research, contact the grant maker to secure their specific grant making guidelines.
3. A cover letter should include an introduction to your organization and a strategic link between the proposal and the potential funder's mission and grant making interests.
4. Please type and double-space all proposals.
5. Grant Applications for all funds are due to Bottineau Area Community Foundation @ 519 Main St, Bottineau, ND 58318 by 5:00 p.m. on June 1st.

Our Mission:

Local People and Local Donations coming together to meet Local Needs and solve Local Problems

GRANT MAKING GUIDELINES

1. Bottineau Area Community Foundation will not consider requests to support religious or political causes, or to organizations organized for religious or political purposes.
2. We will only consider requests from organizations located within Bottineau County or that directly benefit residents of Bottineau County.
3. We will not consider requests for a specific individual.
4. We will not consider requests for any of the following:
 - a. deficit financing
 - b. annual appeal
 - c. fundraising event
5. Usually, grants are given on a one-project basis. BACF will NOT make grants for funding normal operating expenses or regularly upgrading equipment.
6. The project results must be measurable and measured in a follow up report to the Community Foundation.

Bottineau Area Community Foundation
519 Main Street, Bottineau, ND 58318
701-228-3922 email: Whitney@BottineauEDC.com



Bottineau Area Community Foundation
519 Main Street
Bottineau ND 58318

Bottineau Area Community Foundation

WHAT WE FUND

Please check the primary element of a vibrant community that your organization works to address.

- Provides broad access to arts and culture
Our community encourages a wide variety of historical and cultural opportunities.
- Ensures a vibrant and diversified economy
Our community fosters an economy that is diverse and innovative; creating adequate jobs and income for residents. Business growth, business and employee retention
- Creates quality education and learning opportunities for all ages
Our community opens themselves to new ideas and provides high quality education and life-long learning for all members of the community.
- Promotes Recreation
Our community supports efforts to increase physical activity and interaction with our indoor and outdoor offerings with the goal of fostering healthy lifestyles and instilling a love of the outdoors.

**All applications that are requesting the BACF to participate in a grant that fulfills a Community Match requirement will be reviewed by Bottineau County EDC.

Check list for submission:

- Cover Letter
- Application
- Project Narrative
- Letters of Commitment (if Applicable)



Bottineau Area Community Foundation
 519 Main Street
 Bottineau ND 58318

Bottineau Area Community Foundation

Project Title _____

Location _____

Contact Person _____

Employer ID# (if applicable) _____

Address _____

City _____

Telephone _____

E-mail: _____

Type of Application

___ Arts & Culture

___ Economy

___ Education

___ Recreation

Grant Amount Requested _____ Project Period Starting _____

Total Project Costs _____ Ending _____

Source and Use of Matching Project Funds

(matching funds, at a minimum, must be equal to the amount of Action Grant funds requested)

Source	Amount	Use
Company		
Personal/Family		
Local Development Corporation		
REC Rural Electric		
Private Investor		
Other		
In-Kind		

****A letter of commitment must accompany this application for each of the funding sources identified**

Attach a project narrative (not to exceed three pages) detailing what is expected to be accomplished, the anticipated results or goals and why the funds are needed. Letters of support may also be included.

I claim that all the information provided is true and correct, and unless otherwise indicated all results of this project are subject to North Dakota's Open Records Law with the exclusion of personal financial records or proprietary business information.

 Name

 Title

 Date

For Office Use Only		Review Committee Decision	
Date Received	_____	_____	Accepted
Date Reviewed	_____	_____	Denied
Project Number	_____	_____	Accepted contingent upon
Funding Award	_____	_____	Further Information Required