Wyoming Community Foundation
GENERAL GRANT APPLICATION GUIDELINES

PRIORITY AREAS

The Wyoming Community Foundation makes grants to organizations that benefits residents in the Wyoming area. Priority will be given to applications that address K-12 education and affordable housing. Additionally, applications for work that mitigates the effects of COVID-19 on the Wyoming community will be considered for this grant round.

APPLICATION PROCESS

Grant applications must be submitted electronically using the online portal by **5:00pm on the second Friday of September each year**. Applicants are notified of the Fund's decision by October 31.

ELIGIBILITY

Non-profit organizations (including churches, schools, government agencies, and community groups with a 501(c)(3) non-profit status) may apply for grants for programs that benefit residents in the Wyoming area. The Fund values projects that promote inclusiveness and that do not discriminate in hiring of staff or providing services on the basis of race, gender, religion, marital status, sexual orientation, age, national origin or disability. Applications from religious organizations for a non-religious purpose will be considered. Grant proposals from religious organizations for a religious purpose and proposals to fund scholarships for individuals will not be considered.

HELPFUL HINTS

Grant proposals should assist the applying organization to implement a project or program that benefits a broad segment of the community. The proposal should:

- Have clear goals, address an identified issue, and make a significant difference
- Impact a significant number of residents from the Wyoming area
- Avoid duplication with other projects and programs in the community
- Use requested funds to impact residents directly

The online application includes a project budget. List all expenses and income sources for your project, and specify EXACTLY how grant funds will be used.

NEED HELP?

- For questions about the content of your proposal, contact Greg King at greg.king@lakeshoreadvantage.com.
- For technical assistance with the online grant application, contact us at grantcentral@grfoundation.org or 616.454.1751.
- For additional grant opportunities, please visit our Youth Fund at http://www.grfoundation.org/wyoming.

The Wyoming Community Foundation is an affiliate fund of Grand Rapids Community Foundation, a 501(c)(3) nonprofit organization.

GRANT APPLICATION QUESTIONS

The grant application must be completed online. The application requires submission of a budget and narrative responses to the following questions:

Need: What need is being addressed by this project, and why is it needed?

Plan: Specifically explain how your project will be conducted or implemented. Describe how the grant money will be used.

Impact: Describe how this project will impact area residents and who will benefit from it. Describe specifically who will be served by your project.

Project Management: Name the groups and/or individuals who have agreed to manage the project. What are their qualifications to manage this particular project?

Evaluation: If funded, your project must be assessed for impact, effectiveness, and efficiency. Describe specifically the assessment tool(s) you will use to find out if the project was a success, and when you expect that data to be available. (Note: Grant recipients are asked to write follow-up progress reports and evaluation data is very important.)

Community Cooperation: List the area groups and partners who have agreed to support your project. Please include names and affiliations. Describe specifically the nature of their collaboration on this project.

Sustainability: Will this project be completed with the funding requested in this application? (Yes or No). If not, explain your group's plan for future sustainability in terms of continued financial and/or logistical support, and who you anticipate to provide it.

Budget: please list all sources of revenue, amounts, as well as if funding sources are prospective or committed. Please also list all expenses and amounts. Applicants will have the option to manually enter their budget or upload an existing budget document.