



Glen Park Festival

A NEIGHBORHOOD TRADITION TO SUPPORT THE GLEN PARK COMMUNITY

## Grant Application 2018

**Please complete this application and submit by Monday, May 21, 2018**

**Email:** [eileen.weckerle@gmail.com](mailto:eileen.weckerle@gmail.com)

**Subject Line:** ATTN GRANT COMMITTEE and YOUR ORGANIZATIONAL NAME

### **Funding Restrictions: (Please note: these are new guidelines in 2018!)**

Grantees must:

- Be either an educational non-profit organization, public school educational institution or Parent/Teacher Association.
- Be located in or serving children from zip codes associated with Glen Park neighborhood (94110, 94112, 94127, 94131.)
- Serve low income populations as evidenced by children receiving free/reduced lunches, scholarships, etc.
- Be for discrete projects/programs/capital outlays--grants to fund tuition/scholarships are not applicable.

### **Funding Guidelines:**

- Educational or community building focus
- Grantees will be given preference if they have participated in current year Festival. Great volunteer project for kids!!!!
- A simple report must be completed by February 28, 2019 to be considered for funding again.
- Money must be spent by February 28, 2019 unless otherwise approved. If you have trouble spending the money before this date, please advise us of revised plan. You will need to do this to be considered for next round of funding. Funds not spent in 24 months must be returned.
- Applications are due Monday, May 21, 2018

- 1) Do you have Non-Profit status or a fiscal sponsor? YES NO
- 2) Briefly describe your organization and how the organization benefits the children of the Glen Park community.

Please also include:

- Number of children participating or benefitting from project. \_\_\_\_\_
- Percent of children from Glen Park Area zip codes \_\_\_\_\_
- Percent of low income children in population \_\_\_\_\_

2) Has your organization participated in the Glen Park Festival in the past? (e.g. as a vendor, sponsor, advertiser or volunteer). If so, please describe your involvement.

- Did you participate this year?
- How many people from your group volunteered and in what capacity?
- Did you have a booth or were you a sponsor?
- Have you participated in years past?

3) How will your organization use a donation from the Glen Park Festival?

**a) Include a line item budget.** Grants awarded will be up to \$2,000. However, depending on the number of grants awarded and the amount of funds raised through the Festival, higher or lower amounts may be awarded. **If the individual project budget is greater than the amount requested, please indicate from where the remaining funds will be acquired.**

**b) Describe an educational or community-building goal this grant will help fulfill.**

Please note that funds will be granted for specific and discrete projects only; tuition and/or scholarship requests will not be considered.

Amount requested: \_\_\_\_\_

NOTE: We are requesting that each organization provide a Grant Report/Status Update by February 28, 2019. Please provide information on the specific use of the grant and at least one picture of how grant funds were used. We hope to be able to use information and pictures as part of the marketing for the Festival. In addition you will be asked to answer the following three questions:

- 1. Provide information of how money was spent with receipts.**
- 2. Provide one picture.**
- 3. Describe how this helped fulfill an educational or community-building goal.**
- 4. Please list any unspent funds.**

Grant Contact Name:

Title:

Organizational Name:

Telephone:

Fax:

Email:

Website:

Federal Tax ID\*

**Check information:**

Person to receive check:

To whom should the check be made:

Mailing Address to send check: (please note this will arrive during summer vacation)