**2023 PREVIEW GRANT APPLICATION**

The Keokuk Area Community Foundation makes grants only to Lee County, Hancock County and Clark County 501 (c)(3) nonprofit organizations, and qualified governmental agencies. Grants are not awarded in the following areas: annual fund raising, organizational endowment funds, deficit financing, grants to individuals, or for sectarian purposes. This year, grants are available up to $5,000.00. Only one project per organization will be considered.

The 2023 Keokuk Area Community Foundation Grant Application can only be submitted online. To preview the 2023 The Keokuk Area Community Foundation Grant Application, go to [keokukfoundation.org/grantsuccess](http://www.keokukfoundation.org/grantsuccess). To submit a 2023 The Keokuk Area Community Foundation Grant Application, visit [keokukfoundation.org/grantapplication](http://www.keokukfoundation.org/grantapplication).

Once an applicant starts a 2023 Keokuk Area Community Foundation Grant Endowment Fund Grant Application, they cannot save an application if it is not completed, so please preview the 2023 The Keokuk Area Community Foundation Grant Application first.

The Keokuk Area Community Foundation requires a completed Grant Report after a grant award period has been completed. If your organization received a grant from The Keokuk Area Community Foundation in 2022, The deadline to submit a 2022 Keokuk Area Community Foundation Grant Report is August 1, 2023. The failure to file a grant report may prevent consideration of future grants to any such recipient.

The 2022 Keokuk Area Community Foundation Grant Report Form can be downloaded by visiting [keokukfoundation.org/grantreport](http://www.keokukfoundation.org/grantreport). The 2022 Keokuk Area Community Foundation Grant Report must be on file prior to submitting a new grant application.

In the online application, please attach one (1) copy of the grant applicant’s up-to-date IRS Determination Letter establishing that the applicant is a 501 (c) (3) organization or a notarized form demonstrating that the organization is a qualified exempt government agency of Lee County Iowa, Hancock County Illinois, or Clark County Missouri. If the organization receives a grant, the address listed on the IRS 501 (c) (3) Determination Letter will be used in the payment (please make sure the contact information of your organization's IRS 501 (c) (3) Determination Letter is up to date).

All 2023 Keokuk Area Community Foundation Grant Applications and accompanying materials are due on or before September 1, 2023. **All 2023 Keokuk Area Community Foundation Grant Recipients will initially be notified by October 2023.**

**How to Apply for a Grant from the Keokuk Area Community Foundation**

* Go to [www.keokukfoundation.org/grants](http://www.keokukfoundation.org/grants)
* Read the [Grant Guidelines](http://keokukfoundation.org/grantguidelines/)
* Read the [Charitable Interests](http://keokukfoundation.org/charitable-interests/)
* Prepare additional documents for upload within the 2023 Keokuk Area Community Foundation Application
  + Total Project Budget (Optional)
  + Budget Narrative (explaining unusual or uncommon circumstances, optional)
  + Current IRS Determination Letter (Required)
  + Letters of Support (Optional 3 maximum, useful for newer projects and as evidence of collaborative activities)
* Start the [2023 Grant Application](https://kacf.wufoo.com/forms/2023-kacf-grant-endowment-fund-grant-application/)

**Preview Questions**

These questions are the exact questions on the 2023 Keokuk Area Community Foundation Grant Application. **THE FOLLOWING SHOULD ONLY BE USED AS A REFERENCE ONLY.**

**Section 1: Contact Information**

* Date:
* Organization:
* Project Title:
* One Sentence General Description of Project:
* Amount Requested:
* Address:
* Is your organization a 501 (c) (3) nonprofit organization recognized by the IRS?
* Federal Tax ID#:
* IRS Determination Upload PDF (Required)
* Contact Person:
* Email:
* Phone #:
* Website:
* Has your organization received a grant from the Keokuk Area Community Foundation in the last ten years?
* What was the year your organization received a grant from the Keokuk Area Community Foundation?
* Previous Grant Amount from KACF: $
* Year:
* Project Start Date:
* Estimated Completion Date:
* Is this a new project for your organization?
* Is this a continuation/expansion/enhancement of a project?
* Have you received permission from the property owner or appropriate governing body, if applicable, to proceed with your project?
* Categorize Project:
* Type of Project:

**Section 2: Proposal Questions**

1. What is the project?

2. What community need (s) does this project address?

3. What is the mission of your organization?

4. TWO PART QUESTION...How many people will be impacted by this project? How does this project affect diversity?

5. Does the project have a broad base of community support such as volunteer involvement, neighborhood participation, and collaboration with other organizations?

6. What outcomes/results will be achieved from this project?

7. Additional Information Attachment PDF (Optional)

**Section 3: Budget and Authorization**

1. Does the project have a sound financial plan?

2. What are some other funding sources of your organization's project?

3. After this project is completed, how will funding continue? If not funded, what is the effect?

4. If awarded a grant, how much of this grant will go to pay administrative salaries/wages? (Please include an amount or a percentage)

Please show a list of the expenses anticipated for the project. Attaching a budget is strongly recommended, but optional.

Material (s):

* Cost:

Total Cost

Additional Budget Information (Optional)

Budget Attachment PDF (Optional):

Letters of Support PDF (Optional)

**Authorization**

I have read and understand the grant guidelines as part of this application. I also understand that when a grant check is cashed, my organization is obligated to use it for the purpose given in this application. The signature must be from the CEO, Executive Director or a Principal/Superintendent of your organization!

**Application Questions or Help:** Call Philip Ricketts, Grants Manager, at 319-670-0207 or email [info@keokukfoundation.org](mailto:info@keokukfoundation.org)