



KIWANIS CLUB OF BOWLING GREEN REQUEST FOR GRANT FUNDING

The Kiwanis Club of Bowling Green is inviting grant applications from community-based organizations. While focused on changing the world...one child at a time, Kiwanis is also interested in projects that have a broad community benefit. Grant amounts up to \$1,000 will be consider. You can find more information at: www.kiwanisbg.org or by contacting the committee chairs listed below. Be sure to note which committee's focus would best fit your project.

COMMUNITY SERVICE COMMITTEE: CommunityGrant@KiwaniisBG.org This committee works to improve all aspects of the community and may fund projects that do not relate specifically to youth. This committee also coordinates volunteers for community activities and service projects.

YOUNG CHILDREN- PRIORITY ONE: YoungChildrenGrant@KiwaniisBG.org This committee addresses the needs of children, prenatal to age five, by planning and sponsoring club activities that benefit this age group.

YOUTH SERVICES COMMITTEE: YouthSvcGrant@KiwaniisBG.org Youth Services concentrates on helping school-age children, six years through adult, by sponsoring activities that benefit youth.

APPLICATIONS ARE ACCEPTED THROUGHOUT THE YEAR

PLEASE SEE THE GUIDELINES FOR GRANT SEEKERS AND USE THE GRANT REQUEST FORM AND FORMAT FOR YOUR REQUEST

A FINAL REPORT IS REQUIRED FROM ALL SUCCESSFUL GRANT APPLICANTS



KIWANIS CLUB OF BOWLING GREEN GUIDELINES FOR GRANT SEEKERS COMMUNITY SERVICE COMMITTEE

GRANT REQUEST INSTRUCTIONS

The **Kiwanis Club of Bowling Green** is dedicated to changing the world...one child at a time. By working together, our club achieves what one person alone cannot. As a service club, we raise money and contribute volunteers to local causes that benefit youth and our community. The **Community Service Committee** is particularly focused on helping other non-profit agencies through grants and service projects. The grant program is one way we accomplish this purpose.

GUIDELINES FOR FILING GRANT APPLICATIONS

- Grant amounts are usually for \$100 to \$300, but could be higher for a worthy project.
- Be sure to match your grant application with the correct Kiwanis committee. See the Request for Grant Funding for more details.
- Applications must be submitted on the Kiwanis grant form and in the requested format. We require a completion date and timeline.
- The Kiwanis Club of Bowling Green will only consider requests from non-profit organizations
- Grant recipients must submit a final report for the program detailing how Kiwanis funds were spent. Please use the final report form for this purpose. We *may* request copies of invoices. Photographs in digital format with photo-releases are appreciated.
- Any unspent funds must be returned to the Kiwanis Club for re-investment in the community.
- The decision of the Kiwanis Club of Bowling Green **Community Service Committee** members is final.
- The Kiwanis Club of Bowling Green must be named/credited for funding the grant.

Please submit a completed **APPLICATION FOR GRANT FUNDS** (attached) to the Kiwanis Club of Bowling Green **Community Service Committee**:

MAILING ADDRESS FOR GRANT SUBMISSION

KIWANIS CLUB OF BOWLING GREEN
Community Service Committee
351 Westwood Dr.
Bowling Green, OH 43402



**Kiwanis Club of Bowling Green
APPLICATION FOR GRANT FUNDS**

GENERAL INFORMATION

Name of organization _____

Contact person _____ Title _____

Contact address _____

City, state, zip _____

Contact telephone _____ Contact e-mail _____

Organization web site _____

Organization's Mission Statement (if no mission statement, purpose of organization):

Is the organization a 501(c)3 entity? _____ If yes, Tax ID/EIN Number _____

Amount of money requested from Kiwanis _____ Total cost of project _____

Date you need the grant funding: _____ Date project will be completed: _____

NARRATIVE/ATTACHMENTS - On up to 2 additional pages attached to this grant form: Describe the project, program or event, how it meets a community need, who and how many people it will serve. Provide a budget for the entire project and specifically what Kiwanis is being asked to fund and list any other sources of income. Lay out a timeline for the project with dates. Detail how you will evaluate whether the project is successful. Provide a list of the organization's Board of Directors and indicate any current Kiwanis members on that list. You may include an organization brochure or pamphlet in addition to the 2-page narrative. Bowling Green Kiwanis reserves the right to ask for additional details depending upon the complexity of the project.

Has this organization been awarded Kiwanis funds in the last 5 years? _____

If so, for what project and how much? _____

Print name of President or Executive Director

Date

Signature of President or Executive Director

Final Approved by Board 2-10-11

