

# 2019 Collaborative Grant

---

*Billings Community Foundation*

## **Application deadline is Sunday, June 30th, 2019 at midnight!**

Please note: You may start this application, save it, and return at anytime before the deadline has passed. Once applications have been submitted, they are no longer available for editing.

### **EIN\***

*Character Limit: 250*

### **Permanent Endowment\***

Does the organization have a permanent endowment held by the Billings Community Foundation?

#### **Choices**

- Yes
- No

### **Yellowstone Valley Gives 2019\***

Did the organization participate in Yellowstone Valley Gives this year?

#### **Choices**

- Yes
- No

### **Project/Program Name\***

Enter the proposed **Project/Program Name**.

*Character Limit: 100*

### **Amount Requested\***

Community and Regional Impact Grants | \$2,500 to \$5,000

*Character Limit: 20*

### **Funding Category\***

Please select the category that best describes your organization:

#### **Choices**

- Animal Welfare
- Arts and Culture
- City of Billings Bricks & Mortar
- Community & Economic Development
- Education

Human & Social Services  
Natural & Environmental Resources

### **Organization Mission Statement\***

*Character Limit: 500*

### **Project/Program Summary\***

Include a concise description of the project/program and how it relates to your organizational mission and other programming. Describe what you hope to learn or accomplish and the goals or expected outcomes.

*Character Limit: 2000*

### **Statement of Condition/Need\***

Describe the unmet community need and how it will be addressed through this project/program. Please cite sources of any data used in this section.

*Character Limit: 2000*

### **Community Served\***

This Community and Regional Impact grant is intended to fund projects that respond to unmet needs in any of the following counties:

#### **Choices**

Bighorn  
Carbon  
Custer  
Ferguson  
Musselshell  
Rosebud  
Stillwater  
Treasure  
Yellowstone

### **Target Population\***

Describe the population served by the project/program and include the following:

- Who is the beneficiary (gender, ethnicity, age, geography, family status, household income, etc.)
- Have these beneficiaries been included in the in the planning/implementation process?
  - If so, please describe their involvement.

*Character Limit: 1500*

### **Statement of Collaboration\***

How will collaboration between participating organizations increase the community impact and what are the positive outcomes of this proposed project/program?

*Character Limit: 2000*

### **Project/Program Work Plan\***

The project/program work plan should include, as appropriate: activities, strategies, and project timeline.

*Character Limit: 5000*

### **Project Coordination\***

How will the tasks and responsibilities within the work plan be coordinated? Who, within what entity, will act as the project/program coordinator?

*Character Limit: 2000*

### **Measuring Impact (Evaluation)\***

Describe the desired quantitative and qualitative outcomes and time by which they will be achieved. How will the data be collected and the outcomes measured? What research and "best practices" are used to determine the impact?

*Character Limit: 1500*

### **Collaborations and Partnerships\***

Describe any other organizations, projects, or programs in the service area that offers similar or complementary services to what you intend to provide.

Describe any coordination or collaboration that is currently in place with these or other organizations/programs to enhance serves.

Describe any plans to coordinate or collaborate with these or other organizations/programs.

*Character Limit: 1500*

### **Sustainability\***

Indicate if this is a new or on-going project/program.

- If new - how will you ensure the ongoing quality and longevity?
- If ongoing - what parts, if any, are changed or expanded.

*Character Limit: 1000*

### **Project Budget\***

Please upload copy of your project/program budget:

Revenue:

- Grant Requests
- Earned Income
- Individual Contributions
- Corporate Support

Expenses:

Personnel  
Contracted Services  
Training/Travel  
Supplies

*File Size Limit: 5 MB*

**If you are not awarded the full amount requested, how will it impact your project/program?\***

*Character Limit: 500*

**Total Organizational Budget\***

Please indicate your total organizational budget for the coordinating entity.

*Character Limit: 20*

**Organizational Budget\***

Please attach an organizational budget for the current fiscal year for each organization included in the grant proposal.

*File Size Limit: 3 MB*

**Statement of Financial Position\***

Please attach the most recent Statement of Financial Position (balance sheet) for each organization included in the grant proposal.

*File Size Limit: 3 MB*

**Statement of Financial Activity\***

Please attach the most recent Statement of Financial Activity (profit and loss statement) for each organization included in the grant proposal.

*File Size Limit: 3 MB*

**IRS 501(c)3\***

Please attach: IRS 501(c)(3) or Qualified Government Entity Designation Letter, or Fiscal Sponsorship letter from the sponsoring 501(c)(3) organization with it's determination letter for each organization included in the grant proposal.

If you are a public entity, please provide a description of the entity's work.

*Character Limit: 250 | File Size Limit: 3 MB*

**Current Board of Directors and Project Leaders\***

Please attach a current board of directors listing, as well as the names and position of any staff and/or volunteers involved in the proposed project/program for each organization included in the grant proposal.

*File Size Limit: 3 MB*

### **Supporting Materials - OPTIONAL**

Please attach any supporting documents you would like the Grants Committee to take into consideration.

*File Size Limit: 3 MB*

If you have any questions please contact Lauren Wright, the Executive Director of the Billings Community Foundation at 406-839-3334 or [lwright@BillingsCommunityFoundation.org](mailto:lwright@BillingsCommunityFoundation.org).

Once all of the required questions have been completed, please SUBMIT your application by selecting the SUBMIT button below!

You will receive a confirmation email once your application has been successfully submitted.

### **Grant Cycle Schedule**

June 1 – June 30: Applications open

July 1 – July 31: Grant Committee Evaluation

August 1 – August 16: Donor Advised Fund and Endowment Selections

August 19 – August 23: Grant Recipient Notification

**Wednesday, September 18th, 2019: Grant Awards Dinner**