

# BCF Endowment Challenge Grant

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*Billings Community Foundation*

## *Instructions & Organizational Information*

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### Grantee Instructions:

Thank you for partnering with the Billings Community Foundation. We look forward to supporting you're efforts to make the Greater Yellowstone Region a great place to live!

**\*DEADLINE for Application: Sunday, June 28th at 8PM.**

**Complete the following application and submit electronically. You will receive a confirmation email once your application has been successfully submitted.**

### **Grant Cycle Schedule**

June 1: Applications Open

June 28: Applications Due

July 1 – July 31: Grant Committee Evaluation

August 1 – August 31: Grantee Selections

September 1 – September 30: Grantee Notification & Public Announcement

**October 2020: Grant Awards Celebration**

*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.*

**If you have any questions please contact us at 406-839-5552 or email [admin@billingscommunityfoundation.org](mailto:admin@billingscommunityfoundation.org).**

**Name:\***

*Character Limit: 250*

**Title:\***

*Character Limit: 250*

**Email:\***

*Character Limit: 254*

**Primary Organization Name**

*Character Limit: 250*

**EIN\***

*Character Limit: 250*

## Organization Website

*Character Limit: 2000*

## Facebook:

*Character Limit: 2000*

## Cause Served:\*

*Please select all that apply:*

*Visit Charity Navigator for a more detailed breakdown of these Category and Cause definitions.*

### Choices

- Animals
- Arts, Culture, Humanities
- Community Development
- Education
- Environment
- Health
- Human and Civil Rights
- Human Services
- Other
- Religion
- Research and Public Policy

## Community Served by the Organization:\*

*Please select all that apply.*

### Choices

- Bighorn County
- Carbon County
- Custer County
- Fergus County
- Musselshell County
- Rosebud County
- Stillwater County
- Treasure County
- Yellowstone County

## Mission Statement:\*

*Character Limit: 1000*

## Staff Capacity:\*

*Number of staff currently employed by the organization.*

*Character Limit: 250*

## Current Board Memebers:\*

*Please upload a list of current Board Members.*

*File Size Limit: 2 MB*

### **Total Organizational Budget\***

Please indicate your total organizational budget.

*Character Limit: 20*

### **Organizational Budget\***

Please attach an organizational budget for the current fiscal year.

*File Size Limit: 3 MB*

### **Statement of Financial Activity\***

Please attach the most recent Statement of Financial Activity (profit and loss statement).

**\*Optional\*** Comments on uploaded financials you'd like the grants committee to take into consideration.

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

### **Permanent Endowment\***

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

#### **Choices**

Yes

No

## *Application for Funding*

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### **Project Name\***

Enter the proposed **Project Name**.

*Character Limit: 100*

### **Amount Requested\***

Endowment Challenge Grant | Up to \$3,000

*Character Limit: 20*

### **Key Programs:\***

*Include a concise descriptions of the key programs currently offered by your organization.*

*Character Limit: 5000*

### **Statement of Community Need:\***

*Describe the unmet community need and how it is addressed through the programs offered by your organization. Please cite sources of any data used in this section.*

*Character Limit: 2000*

**Current Endowment and Size:\***

*Please list Endowment Accounts currently held by the organization including designation and size.*

*Example:*

*Billings Community Foundation - Permanent - \$10,000*

*First Interstate Bank - Non-Permanent - \$5,000*

*Merrill Lynch - Non-Permanent - \$1,000*

*Character Limit: 2000*

**Current Fundraising and Development Efforts\***

*Please describe current resource development efforts, including:*

- *Annual and Year End Donor Campaigns*
- *Endowment Campaigns*
- *Capital Campaigns*
- *Program Fundraising Campaigns*

*Has the organization met it's recent fundraising goals?*

*Character Limit: 2000*

**Board Commitment:\***

*Describe the commitment of the current Board to this Endowment Building effort, both in terms of financial commitment and time commitment.*

*What percentage of the Board is financially committed to this effort?*

*Character Limit: 2000*

**Endowment Building Plan:\***

*Please outline the actions steps to implement this grant.*

1. *How will the organization identify targeted prospects?*
2. *How will the organization approach them?*
3. *Who will be responsible for soliciting Endowment Gifts?*
4. *Plan for Year End Endowment Building Campaign?*

*You may also upload an Endowment Building Plan.*

*Character Limit: 5000 | File Size Limit: 3 MB*

**Sustainability:\***

*Please describe how the organization plans for the future and the vision for 5, 10, and 25 years from now.*

*How specifically will this Endowment Grant help the organization achieve its vision?*

**\*Upload the most recent organizational Strategic Plan.**

*Character Limit: 5000 | File Size Limit: 3 MB*

**Foundation Recognition:\***

Please describe how your organization recognize the Billings Community Foundation if the grant is awarded?

*Character Limit: 2000*

**Supporting Materials - OPTIONAL**

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

*File Size Limit: 3 MB*

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