

Fund for Reno County

Hutchinson Community Foundation

Project Basic Information

Grant Contact Name*

Enter the full name of the person who is the primary contact on this grant request.

Character Limit: 250

Grant Contact Title*

Enter the title of the person who is the primary contact on this grant request.

Character Limit: 250

Grant Contact Phone*

Enter the phone number of the person who is the primary contact on this grant request.

Character Limit: 15

Grant Contact Email*

Enter the email address of the person who is the primary contact on this grant request.

Character Limit: 100

Funding Request

Single or Multi-Year Request*

Requests may be for one single year of funding or for multiple years of funding.

Choices

Single year

Multi-year

Total Cost of Project*

Enter the total cost of the project for which you are seeking funding.

Character Limit: 20

Total Dollars Committed to Date*

Of the total cost of the project, enter how much has already been committed by other sources of funding as of the submission of this request.

If you are requesting funding for the entire cost of the project, please enter 0.

Character Limit: 20

Single Year Request

Amount Requested*

Enter the amount you are requesting for one year of funding from the Fund for Reno County.

Character Limit: 20

Multi-Year Request

Amount Requested per Year*

Enter the amount you are requesting from the Fund for Reno County per year.

Character Limit: 20

Number of Years*

Enter the number of years for which you are requesting funding from the Fund for Reno County.

Minimum: 2 years

Maximum: 5 years

Character Limit: 1

Rationale

Explain the value or benefit that multi-year funding would provide to your project.

Character Limit: 500

Fiscal Sponsorship

Is the applicant organization a 501(c)(3), church, or municipal entity?*

Per IRS regulations, Hutchinson Community Foundation may only grant to 501(c)(3) public charities, municipalities or government agencies, or religious institutions recognized as public charities by the IRS.

Choices

Yes

No

Fiscal Sponsor Information

Click "Collaborate" in the upper right corner of the screen and enter the email address of the fiscal sponsor executive director/authorizing official to invite them to "edit" this request, complete the

information in this fiscal sponsor section, and sign their name in the field below.

For a tutorial, click [here](#).

Fiscal Sponsor*

Hutchinson Community Foundation may make a grant to a fiscal sponsor to further its charitable work by assisting in and supporting programs and projects of a non-501(c)(3) organization that is consistent with the mission of the fiscal sponsor.

Provide the name of the organization serving as fiscal sponsor for this project.

Character Limit: 250

Fiscal Sponsor Federal EIN*

Provide the Federal EIN for the fiscal sponsor organization.

Character Limit: 20

Fiscal Sponsor Mission

Provide the mission statement for the fiscal sponsor organization.

Character Limit: 250

Fiscal Sponsor Contact Person*

Provide the name of the fiscal sponsor's executive director or authorizing official who will be responsible for the fiscal sponsor partnership and agreement.

Character Limit: 250

Fiscal Sponsor Phone*

Provide the phone number for the fiscal sponsor contact person.

Character Limit: 250

Fiscal Sponsor Email*

Provide the email address for the fiscal sponsor contact person.

Character Limit: 250

Fiscal Sponsor Signature*

By signing this fiscal sponsor agreement, the fiscal sponsor/grantee agrees to the following conditions:

- The fiscal sponsor's Board of Directors (or equivalent governing body) has agreed to be the fiscal sponsor for the applicant/sub-grantee.
- The fiscal sponsor will review the applicant/sub-grantee proposal prior to its submission to Hutchinson Community Foundation.

- If the applicant is awarded the grant, the fiscal sponsor agrees to retain complete control and discretion over the applicant/sub-grantee funds received from the Hutchinson Community Foundation and the purpose of the grant.
- The fiscal sponsor agrees to retain records about how the grant was used and submit reports on grant expenditures.
- This agreement will remain in effect until the fiscal sponsor contacts Hutchinson Community Foundation in writing to request the termination of this agreement.

Character Limit: 250

Project Overview

Project Name*

Enter the name of the project for which you are requesting funding. For example: Power to the Playground: Adding Electrical Outlets for Increased Usability.

Character Limit: 100

Purpose Statement*

Provide a one-sentence description of what the project will accomplish, how, and why.

Character Limit: 250

Project Start Date*

Character Limit: 10

Project End Date*

Character Limit: 10

Reno County Impact*

Estimate the number of Reno County residents who may benefit from this project.

Character Limit: 10

Project Narrative

Vision*

Describe the vision--the desired future--you are working to achieve in Reno County.

Character Limit: 1500

Project Summary*

In the context of that vision, provide a summary of the proposed project, including:

- the specific change you are working to create with this project
- how you know now is the right time for this project, including any pertinent data

- what activities will be involved
- the impact this project may have on progress toward your vision

Character Limit: 2500

Project Co-Creation and Partnerships*

Tell us about the process of coming up with your project, including:

- how people impacted by the project have been included in defining the purpose, potential solutions, and success
- what existing support you have from clients, partners, and other community members
- the people and/or organizations who are collaborating on this project and what that collaboration entails.

Character Limit: 2500

Signs of Progress*

How will you know if you are successful? Explain how you will measure and evaluate the progress this proposed project helps make toward your vision.

Character Limit: 1500

Diversity, Equity, Inclusion and Accessibility

Explain how you will approach diversity, equity, inclusion, and accessibility through this project. How might you intentionally include the presence of differences among your target audience? How might you help all people feel welcomed, valued, and able to participate fully?

Character Limit: 1500

Sustainability*

Describe your plans for sustainability of this project, if necessary, beyond the grant period.

Character Limit: 1500

Supporting Documents

Upload up to three documents or media items that would be helpful for the Strategic Impact Committee to view in order to have a better understanding of the scope and potential of your project. This might include a project brochure, a video of a client expressing support, architectural drawings, etc.

File Size Limit: 5 MB

File Size Limit: 5 MB

File Size Limit: 5 MB

Hutchinson Community Foundation Partnership

Partnership*

Describe how Hutchinson Community Foundation might consider partnering with you on this project beyond grant funding. What does support look like?

Character Limit: 1500

Leadership Coaching*

One of the tools Hutchinson Community Foundation has available to support you, your organization, and your adaptive work is leadership coaching. In this sense, coaching is a process that supports individuals and teams to make more strategic interventions and conscious decisions that lead to even better results. The leadership coach's job is not to tell anyone what to do but to be an ally in the work, ask powerful questions, and help them figure out the best approaches to the challenges and opportunities they face.

Are you interested in exploring whether leadership coaching would be an added benefit toward this proposed project?

Choices

Yes

Maybe

No

Project Budget

Budget Form

List all estimated or anticipated expenses and funding sources for the total cost of the project.

List the Fund for Reno County as the funding source on the budget lines for which you are requesting funding.

Please round to the nearest whole dollar.

Project Expense Description	Budget Amount	Funding Source(s)	Funding Status

Budget Narrative

Please provide a narrative of project expenses and/or funding sources that may require additional explanation.

Character Limit: 1500

Feasibility*

If the Fund for Reno County request cannot be fully funded, can the project still be completed? Please explain.

Character Limit: 1500

Board of Directors

Board of Directors

List the individuals who are currently serving on the applicant organization's Board of Directors.

Board Member Full Name	Role on Board	Year Board Service Began

Signature: Executive Director or Authorizing Official

Click "Collaborate" in the upper right corner of the screen and enter the email address of the applicant organization's executive director or authorizing official to invite them to "edit" this request, review the grant proposal, and sign their name in the field below.

For a tutorial, click here.

Executive Director / Authorizing Official*

With this signature, the Executive Director or Authorizing Official of the Applicant Organization has approved the submission of this grant proposal. <https://support.foundant.com/hc/en-us/articles/4523887747223>

Character Limit: 250

Signature: Board Chairperson

Click "Collaborate" in the upper right corner of the screen and enter the email address of the applicant organization's chairperson of the Board of Directors to invite them to "edit" this request, review the grant proposal, and sign their name in the field below.

For a tutorial, [click here](#).

Board Chairperson*

With this signature, the Chair of the Board of Directors of the Applicant Organization has approved the submission of this grant proposal.

Character Limit: 250