

Community Catalyst - Fund for Reno County - FY26

Hutchinson Community Foundation

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.

This project name will be used in publications and communications about this proposal, so please ensure it effectively captures the essence or intent of your project.

Character Limit: 100

Purpose Statement*

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

This paragraph may be quoted in part or in its entirety in communications with donors and the public.

Character Limit: 500

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

Proposal Preparation

Grant Workshop*

Did you attend one of Hutchinson Community Foundation's grant workshops in January 2026 prior to submitting this application?

Choices

Yes

No

My organization has attended Hutch CF's grant workshops in the past but not the most recent one

Grant Consultation*

Did you communicate with or have a conversation with Hutch CF program staff about this project prior to submitting this application?

Choices

Yes

No

*Funding Request***Total Fund for Reno County Grant Request***

Maximum request of \$2,500.

Character Limit: 20

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

*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 Narrative

Project Summary*

Provide a summary of the proposed project, including:

- the specific need you are addressing with this project
- how you know now is the right time for this project
- what activities will be involved

Character Limit: 2500

Project Co-Creation and Partnerships*

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

- how people who may be impacted by the project have been included in designing the project and defining its purpose
- 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 goals.

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 Grants 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*

Project Budget

Budget Form

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

Choose the Fund for Reno County as the funding source on the budget lines for which you are requesting funding. Community Catalyst grants are made from this fund.

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 grant 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.

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 or Committee 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 or Committee Chairperson*

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

Character Limit: 250