

# Community & Economic Development - Fund for Reno County - FY26

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*Hutchinson Community Foundation*

## *Project Overview*

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### **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: 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*

## *Proposal Preparation*

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### **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

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### 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

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### Amount Requested\*

Enter the amount you are requesting for one year of funding from the Fund for Reno County. (Maximum request of \$50,000)

*Character Limit: 20*

## *Multi-Year Request*

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### **Amount Requested per Year\***

Enter the amount you are requesting from the Fund for Reno County per year. (Maximum request of \$50,000)

*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*

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### **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*

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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*

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### **Vision\***

Hutchinson Community Foundation is committed to creating a vibrant and resilient Reno County where every person has the opportunity to thrive. Describe how your project helps make progress toward that vision.

*Character Limit: 1500*

### **Project Summary\***

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

- the specific need you are working to address with this project or the specific goal you are working to achieve
- 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

Hutchinson Community Foundation is particularly interested in addressing resident perceptions and priorities from the Love Where You Live survey and supporting implementation of the Elevate Reno County economic development strategic plan. Please leverage this data and plan when making the case for your project.

*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 the vision.

*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.

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

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### 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*



