

Grant Applications

Frequently Asked Questions

Q: *How do I apply for a grant?*

A: Simply go to our website at <http://www.coffeyvillefoundation.org/page.php?id=5> and download the Grant Application form and the Grant Budget Form or stop by the office for a hard copy. Applications may be submitted electronically to marci@coffeyvillefoundation.org , mailed to P.O. Box 635 Coffeyville, KS 67337; or dropped by the office at 1314 W. 11th St. Coffeyville, KS 67337 (next door to Cantrell's).

Q: *When can I apply for a grant?*

A: The Foundation has two grant cycles, spring and fall. The spring cycle applications will be accepted in February and awards will be announced the first of April. Applications will be accepted in August for the fall cycle, reviewed in September and awarded in October. Deadlines will be announced at the beginning of each cycle.

Q: *Who can apply for a grant?*

A: Any non-profit 501(c) 3 organization in the Coffeyville area can apply for a grant. Organizations must conduct business without discrimination on the basis of race, religion, gender, sexual orientation, age, marital status, disability or national origin

Q: *Is there a dollar limit on the amounts awarded?*

A: There is not a set dollar limit; however, each cycle will vary in the amount of funds available and the number of applications received. The board will review and discern each project upon impact, need and strength of application.

Q: *Do you offer assistance in filling out the application?*

A: We are happy to assist in applicants in filling out the form or answering any questions. You may send an email to marci@coffeyvillefoundation.org or call 251-4769 to schedule an appointment between 9:00 and 5:00 PM.

Q. *What types of projects receive favorable funding?*

A. The Foundation is more likely to fund projects that:

- Are clearly and concisely described
- Are based on complete and clear income and expense projections
- Do not require recurring funding
- Reasonably ensure continued support after foundation funding is no longer available
- Are proposed by organizations that demonstrate sound financial practices and strong staff and volunteer support

For a listing of recent grant awards go to <http://www.coffeyvillefoundation.org/news.php?id=19>

Limitations on Grantmaking

Generally, grants are not awarded for:

- Administrative or general operating expenses
- Marketing plans or projects to increase community awareness of an organization
- Purchase of tickets or tables at special events, memberships, or advertising
- Individuals
- Annual campaigns
- Endowment funds
- Religious purposes
- Lobbying or political activities
- Debt retirement
- Evaluation