

# OHIO DISTRICT KIWANIS FOUNDATION, INC.

## GRANT INFORMATION

### History/Purpose

The Ohio District Kiwanis Foundation was established in 1982 as a charitable, not-for-profit corporation which accepts gifts from various sources to support the projects of the Ohio Kiwanis community.

The Foundation's mission is to raise, manage, and distribute funds to support programs of Ohio District Kiwanis family organizations for the improvement of the lives of individuals. Projects benefiting children will be given priority. A major focus is the prevention and treatment of pediatric trauma. The Foundation expends funds directly for such purposes or furnishes funds to other organizations organized for charitable, scientific research or educational purposes.

### Grant Process

The Foundation looks for proposals that reflect careful planning and demonstrate a strong base of support. Service projects must support the ideals and objectives of Kiwanis International as well as the Ohio District Kiwanis Foundation mission. Grant applications are reviewed by the Grants Committee of the Board of the Ohio District Kiwanis Foundation. Approval for awards is made by the Board. Applicants will be notified of the decisions at the end of 60 days from the grant cycle deadline

### Requirements

In preparing the proposal, grant applicants **must include** the following information:

- The completed application form and project description in one original
- The project description on attached sheets must state what the project will achieve, how you will accomplish the goals of the project, who and how many will benefit from the project, how long the project will last, what are the plans to continue the project after the grant period, and how you will provide feedback to us on the success of the project.
- Explain in detail how the sponsoring Kiwanis Club is involved with volunteer service and financial support for this project.
- Submit a letter from the President of the sponsoring Kiwanis Club confirming club involvement with volunteer service and/or financial support.
- Provide a budget for the overall project **income and expenses** showing how grant funds will be used for the project.
- Submit a copy of the Kiwanis Club's financial statement showing their commitment and ability or lack of ability to support the project.
- Agree to provide electronic color photographs of your project to allow the Foundation to publicize your project.

### Eligibility

Grant applications must support the purpose and goals of the Ohio District Kiwanis Foundation. Grant requests for projects sponsored by and showing involvement of qualifying Kiwanis organizations located in Ohio will be preferred.

The Ohio District Kiwanis Foundation welcomes grant requests from Kiwanis Family Clubs and agencies or organizations supported by Kiwanis Clubs..

The Foundation does not give grants to individuals and will not provide funding for salaries. The Foundation operates without discrimination as to age, race, religion, sex or national origin in considering grant requests.

The Ohio District Kiwanis Foundation's primary goal is to provide-funding for projects that can demonstrate an impact on the needs of children and others in the community. Grant applicants must keep in mind that priority is given to projects that:

- Reach those persons who are not met by existing services.
- Request seed money for innovative programs in the Foundation's field of interest.
- Encourage matching gifts or additional funding from other donors, such as the general public or government.
- Yield substantial benefits for the resources invested.
- Support the Foundation's emphasis on Kiwanis Safe and Healthy Kids
- Show involvement of Kiwanis family clubs through volunteer service and financial commitment.
- Request funds under \$5,000.
- Request funds for projects to be implemented after the award of grant funding.

**OHIO DISTRICT KIWANIS FOUNDATION, INC.**

***REQUIREMENTS FOR GRANT APPLICATION PROCESS***

(Please type or print in black ink)

***ALL INFORMATION REQUESTED MUST BE INCLUDED***

**Applications must be postmarked no later than...**

**\*October 31<sup>st</sup> for December Funding**

**\* March 31<sup>st</sup> for May Funding**

**\* June 30<sup>th</sup> for August Funding**

**To be considered for grant funding, the application MUST INCLUDE the Grant Application Form and ALL of the following information:**

- ☐ LETTER FROM THE PRESIDENT OF THE SPONSORING KIWANIS ORGANIZATION CONFIRMING THE CLUB'S SUPPORT AND INVOLVEMENT WITH VOLUNTEER SERVICE AND/OR FINANCIAL SUPPORT.
- ☐ PROJECT DESCRIPTION MUST EXPLAIN PROJECT CLEARLY ON ATTACHED SHEET(S)
  - ☐ WHAT WILL PROJECT ACHIEVE?
  - ☐ HOW WILL YOU ACCOMPLISH THIS?
  - ☐ WHO AND HOW MANY WILL BENEFIT?
  - ☐ HOW LONG WILL THE PROJECT LAST?
  - ☐ WHAT ARE THE PLANS TO CONTINUE AFTER THE GRANT PERIOD?
  - ☐ HOW WILL YOU PROVIDE FEEDBACK ON THE SUCCESS OF THE PROJECT?
  - ☐ IMPACT ON THE PROJECT IF THE FUNDS GRANTED ARE LESS THAN THE REQUESTED AMOUNT.
- ☐ PROVIDE STATEMENT OF OVERALL PROJECT BUDGET INCLUDING INCOME AND EXPENSES INDICATING HOW GRANT FUNDS WILL BE USED ON THE PROJECT.
- ☐ SUBMIT COPY OF MOST RECENT FINANCIAL STATEMENT OF THE KIWANIS CLUB SHOWING THEIR COMMITMENT AND ABILITY OR LACK OF ABILITY TO SUPPORT THE PROJECT.
- ☐ PROVIDE ORIGINAL APPLICATION AND COPIES OF ALL MATERIALS BY DEADLINE
- ☐ SUBMIT HARDCOPY TO ADDRESS LISTED BELOW OR SEND ELECTRONICALLY TO

**TREASURER@ODFK.ORG**

***Ohio District Kiwanis Foundation***

**PO Box 668**

**Circleville, OH 43113**

**OHIO DISTRICT KIWANIS FOUNDATION, INC.**

**GRANT APPLICATION FORM**

DATE \_\_\_\_\_

SPONSORING OHIO DISTRICT KIWANIS ORGANIZATION \_\_\_\_\_

SIGNATURE OF KIWANIS ORGANIZATION PRESIDENT \_\_\_\_\_

DESCRIBE ANTICIPATED INVOLVEMENT OF KIWANIS FAMILY CLUB (Volunteers and Funding for this project)

\_\_\_\_\_  
\_\_\_\_\_

NAME OF ORGANIZATION RECEIVING GRANT \_\_\_\_\_

PURPOSE OF ORGANIZATION \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

NAME OF CONTACT PERSON: \_\_\_\_\_

(Print)

(Signature)

TITLE: \_\_\_\_\_

ADDRESS \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

TELEPHONE: (H/W): \_\_\_\_\_ (Cell): \_\_\_\_\_

EMAIL: \_\_\_\_\_ FAX: \_\_\_\_\_

TOTAL AMOUNT REQUESTED: \_\_\_\_\_

WHO SHOULD CHECK BE PAYABLE TO \_\_\_\_\_

TOTAL PROJECT COSTS: \_\_\_\_\_

ANTICIPATED UTILIZATION DATE: \_\_\_\_\_

Have you submitted a request(s) to any other funding sources for this same project? Yes\_\_\_\_ No\_\_\_\_

If so, when and to whom \_\_\_\_\_

PROJECT DESCRIPTION/PURPOSE SUMMARY Attach pages describing the project including:

- what is the purpose of the project
- how you will accomplish the goals of the project
- who and how many will benefit from the project
- how long will it take to complete the project and how long will the benefits last
- what are the plans to continue the project after the grant period
- how you will provide feedback to us on the success of the project
- if your grant request is approved for a lesser amount than requested, how will your project be impacted