

The Kiwanis Club of East Lansing Foundation
Cover Page For Grant Application
[Approved 1-22-2018]

Date: _____

Name of Organization: _____

Address: _____

Person to Contact: _____

(Signature)

(Title)

Printed or Typed Name:

Telephone: _____ Fax: _____ e-mail: _____

Grant Purpose: We ask the Foundation for a grant of \$ _____ for the following purpose: (Describe (a) the project that the grant will be used for, (b) the charitable purpose of the project, and (c) the reason(s) why the requesting Organization is asking for the grant. Add additional sheets or attach other documents if necessary)

Number of persons to directly benefit from this request: _____ Age group(s) of

those to benefit: _____

Attach, if applicable:

1. A copy of your IRS Tax exemption determination Letter
2. A detailed budget for this request
3. A copy of the latest available financial report.

Signatures of 2 Kiwanis Club of East Lansing members (other than Foundation Board members) who are acquainted with this organization:

(1) _____ (2) _____

The Kiwanis Club of East Lansing Foundation Grant Agreement

_____ (We)
Name of Grantee

Grant Project: _____

In consideration for the receipt of the grant of \$_____ from The Kiwanis Club of East Lansing Foundation We agree that:

1. We will use the funds granted by The Kiwanis Club of East Lansing Foundation for the project described in the grant application dated _____. This grant is for the twelve month period ending on _____.
2. Within 60 days after the close of the grant period we will provide a written report that will include: (a) what was accomplished, (b) a detailed budget report, and (c) documentation about publicity.
3. We will make good faith efforts to publicize this grant in the public media. We will include the following statement in all publicity and/or publications regarding the above referenced project:
“This project (organization) is supported through a grant from The Kiwanis Club of East Lansing Foundation”
4. We understand that a written report will be on file with the Foundation before further grant requests will be considered.
5. Checks should be made to: _____

APPROVED

AGREED TO By Grantee

President,
Kiwanis Club of East Lansing Foundation

Authorized Signature, Title

Secretary,
Kiwanis Club of East Lansing Foundation

Date

Date: _____

Grant Agreement is to be signed in duplicate, a copy to be given to each party. Attach a copy of the grant application.

