

FOR OFFICE USE ONLY:
Grant #
Date Rec'd
Exempt Status confirmed by staff

**THE HOMER FOUNDATION
QUICK RESPONSE GRANT
APPLICATION FY21 Grants Cycle
(July 1, 2020 – June 30, 2021)**

APPLICANT NAME:

MAILING ADDRESS:

CONTACT PERSON:

TITLE:

PHONE #:

EMAIL:

Please Check: 501(c)(3) Non-Profit Organization EIN#:
509(a)(1) Governmental Unit/School EIN#:
Society/Group* Expenditure responsibility provided for funds awarded to non-exempt entities.

PROJECT TITLE:

PROJECT START DATE:

PROJECTION COMPLETION DATE:

TOTAL PROJECT COST: \$

DATE FUNDS NEEDED BY:

AMOUNT REQUESTED FROM THE HOMER FOUNDATION: \$

Have you ever received a grant from the Homer Foundation? YES NO

Have you ever notified your governing board of this application? YES NO

Check the following items before submitting:

- Application signed
- Budget Balanced
- Requested amount aligns with budget
- Guidelines are read and removed

All grant applications from schools must be approved by the building administrator and signed off or have written authorization from KPBSD District office. This is in accordance with KPBSD Policy.

I certify that the information contained in this application, including all attachments and supporting material, is true and correct, and that I have read the guidelines. Signer must be an authorized fiduciary for the organization.

SIGNATURE: _____ DATE: _____

PRINTED NAME: _____ TITLE: _____

**THE HOMER FOUNDATION
QUICK RESPONSE GRANT APPLICATION
FY21 Grants Cycle**

1. Provide a brief description of your organization, society, group, entity, summarizing your mission, goals and objectives.

2. Describe the project for which you are requesting funding. Include a project timeline and an explanation of how the project will benefit the community. Please indicate the number of individuals that will participate in and/or benefit from this project/program.

If you exceed available space, please attach additional information, including letters of support, etc..

3. Who are your current board members?

4. Budget narrative: Explain your budget. Describe how Homer Foundation funds would be used. Also, indicate if you have funding priorities, which revenue sources have been realized and which are pending, and any other pertinent information. Applications are strengthened when there is more than one source of revenue.

PROJECT BUDGET: Please provide complete budget detail for this project (fill in only the blanks that pertain to this project). Note that if this is using the fillable form, the totals will be auto-calculated. If more space is needed for additional items, contact the Homer Foundation staff for assistance.

PROJECT REVENUES

	<u>CASH</u>	<u>IN-KIND</u>	<u>TOTAL</u>
<u>Earned Income:</u>			
Fundraisers			
Fees for Services			
Sales of Goods/Merchandise			
Memberships			
Other (Specify):			
Other:			
<u>Private Gifts, Grants & Contributions:</u>			
Individual Contributions (do not list names)			
Corporations (list names and amounts in narrative)			
Homer Foundation Requested Amount			
Other Foundation:			
Other (Specify):			
<u>Government:</u>			
Federal			
State			
City of:			
Borough			
<u>Other Income:</u>			
Other:			
<u>TOTAL PROJECT REVENUES</u>			

PROJECT EXPENSES

	<u>CASH</u>	<u>IN-KIND</u>	<u>TOTAL</u>
Salaries/fees			
Travel			
Facilities:			
Contract Services:			
Equipment:			
Other:			
Other:			
<u>TOTAL PROJECT EXPENSES</u>			
PROFIT/LOSS *			

*This is Total Expenses less Total Revenues and should be a net of \$0.00. If your budget is not balanced, your application may be returned for editing before being sent to the committee.

THE HOMER FOUNDATION
QUICK RESPONSE GRANT GUIDELINES

FY21 Grants Cycle
(July 1, 2020 – June 30, 2021)

The Homer Foundation is a publicly supported tax-exempt organization founded in 1991 to enhance and foster charitable and philanthropic activities in the greater Homer Area. This is accomplished by:

- Attracting gifts and bequests from many donors;
- Creating permanent endowments dedicated to improving the quality of life for Homer area citizens forever;
- Creating non-endowment opportunities for donors and agencies to have a more immediate impact on the community
- Managing its funds through consolidated investment and prudent management of its gifts and bequests;

The Homer Foundation assesses our grant-making to ensure that we are effectively delivering on our mission to enhance quality of life in the greater Homer area. The Foundation seeks to distribute funds in a manner consistent with its policies. The general policy of the Foundation is to fund projects that have a high likelihood of success and will have a long-term, positive impact on the communities we serve. Our goal is to balance the need of current spending while ensuring the preservation of our funds in perpetuity. We also consider the availability of other funding sources and our own resources.

Projects that request funding for recurring expenses, travel, general operating expenses, routine maintenance, new buildings/improvements, fundraising, or projects requesting funding more than once within a twelve-month period are discouraged. The Foundation wishes to provide support to:

- Create leverage
- Encourage volunteers/volunteerism
- Expand capacity
- Provide possibilities
- Demonstrate change
- Provide hope

Our Service Area:

Southern Kenai Peninsula, from Ninilchik south including the communities across Kachemak Bay.

Who is Eligible to Receive Funds?

- **Non-Profit Organizations** within our service area recognized by the IRS under section 501(c)(3), and other qualified not-for-profit entities.
- **Societies and Groups** not recognized by the IRS under section 501(c)(3), but are functioning to enhance the quality of life within our service area are eligible for consideration for projects that benefit the communities we serve. Contact the Foundation to discuss your project before submitting an application

Applicants must have completed their most recent Homer Foundation Quick Response grant-funded project and evaluation in order to be eligible to apply for another Quick Response grant.

Prior Grants Awarded:

A list of past grantees may be found in our annual report, which may be requested from the Foundation and is also posted on the Homer Foundation website: www.homerfoundation.org.

Quick Response Grants: \$2500 and under

Applications will be accepted year-round. The maximum award amount is \$2500.

The Community Grants Committee has the authority to approve awards up to \$2500, and responses to applicants at this level can be expected within 30 days. These requests may be

- 1) Approved
- 2) Declined
- 3) Funded at a level other than requested amount

All applications must be complete, properly signed, and submitted on the current year application form. Forms are available from the Homer Foundation, or on our website, www.homerfoundation.org.

Fax and digital applications will be accepted if legible and include signature of fiduciary.

Letter of Agreement:

Once an award is made, applicants will be notified with an award letter and given a letter of agreement. This letter of agreement will outline the final reporting requirements, including publicity requirements for the grant. This letter must be signed by a fiduciary of the organization, or if with a school, the principal and appropriate school district office personnel. Checks will be issued upon receipt of the signed letter of agreement.

Project Report and Final Evaluation:

Within 60 days of project completion, grantees are required to submit the Final Evaluation Cover Sheet and a final summary to include: how the funds were expended; how the project benefited the community; copies of publicity; and photographs, if available. Please include the Grant Distribution Number with all correspondence (located in the upper left hand corner of your Letter of Agreement).

Other Homer Foundation Grant Programs:

For Grant requests over \$2500: Contact the Homer Foundation to discuss your project. These requests require a letter of inquiry, and if favored, an invitation to submit an application is extended. This process may take an additional 1-2 months and requires full board review.

Scholarships: The Homer Foundation manages a variety of scholarship funds. Current year application and guidelines are posted by January 1st, annually. Contact the Homer Foundation for more information, or visit our website: www.homerfoundation.org.

City of Homer Grants Program: The Homer Foundation administers the City of Homer Grants Program. This is an annual grants program supporting grass-roots nonprofit organizations that have a facility and that provide services within the City of Homer. The grant requires a separate application form, and is dependent upon an annual City appropriation. Applications are made available in January after the City has approved their annual budget.

Youth Advisory Committee (YAC) Grants: Contact the Homer Foundation for more information. The Homer Foundation partners with the Homer Middle School National Junior Honor Society to implement the YAC grants program.

CONTACT: Homer Foundation, info@homerfoundation.org
P.O. Box 2600
Homer, AK 99603

Located in the lower level of the Kachemak Bay Title Building / 3733 Ben Walters Lane, Suite 7, Homer, AK