



West Yellowstone Foundation

Community Grant Application

P.O. Box 255, West Yellowstone, MT 59758
(406) 646-1152 westyellowstonefoundation.org

The West Yellowstone Foundation's mission is to strengthen the sense of community and enhance the economic vitality in the West Yellowstone and Hebgen Lake Basin areas. The non-profit Foundation provides funding for charitable and philanthropic needs through permanent endowments, gifts, bequests, and grants. The Foundation raises and administers tax deductible, donated, charitable resources from individuals and organizations while meeting the donors' wishes.

Grant Focus Areas

- Arts & Culture
- Basic Human Needs
- Education
- Economic Development
- Natural resources
- Conservation
- Historic Preservation

GRANT PRIORITIES

- The Foundation prefers to make grants to organizations that are responsive to the changing needs of the community.
- Innovative solutions and preventive actions are welcomed.
- Partnerships and collaborations are highly encouraged.
- Other support, such as partial funding, volunteers, and in-kind gifts, that demonstrate community involvement is considered.
- Projects that impact the largest number of individuals possible, with a modest investment of funds are preferred.
- Program development and capacity building activities are eligible.
- Lower priority is given to general operating expenses, capital or equipment requests and ongoing program support.

ELIGIBILITY REQUIREMENTS

To be eligible for a grant, an organization must be a non-profit and provide service to the residents within their community.

RESTRICTIONS

The W.Y. Foundation does not award grants for the following: religious organizations for direct religious activities, debt retirement, individuals (except scholarships), political organizations or campaigns, telephone solicitations, and organizations that as a substantial part of their purpose, influence legislation.

DEADLINE; The 10th of the month (February, May, August, November)

West Yellowstone Foundation grant applications can be submitted throughout the year. Grant proposals will be reviewed by the grant committee. Then the application will proceed with a recommendation for approval or denial to the full Board. Final approval must be obtained from the Board of Directors during their next regularly scheduled meeting. The West Yellowstone Foundation encourages clear and concise grant proposals that adhere to the attached Grant Application guidelines. Please contact the W.Y. Foundation with any questions regarding the grant application process.

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Please neatly fill out this form and attach to the top of your application packet. Only complete applications will be accepted.

Name of Organization: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Contact Person: _____ Email: _____

Tax Status - Check one:

_____ 501(c)3 Please attach your IRS tax exemption letter _____ Unit of Government

_____ Public Agency _____ Other (describe and attach appropriate documentation)

AMOUNT REQUESTED: \$ _____ **Total Project Cost:** _____

Other funding sources in support of project:

<u>AMOUNT</u>	<u>FROM WHOM</u>
\$ _____	_____
\$ _____	_____
\$ _____	_____
\$ _____	_____

Project Start Date: FROM: _____ TO: _____

Signature: _____

Title: _____ Date: _____

Please be sure the answer the questions on the following page.

1. Provide a summary for the project requested. How will the requested grant money be used? (Please include goals, objectives, activities and a timeline for your project.)
2. How many people will benefit from this project?
3. Please provide a detailed income and expense budget for the project.
4. Briefly describe your organization's purpose, history and major accomplishments.
5. Describe your organization's qualifications for successfully completing this project and who will be involved and supervising this project.
6. How will your organization evaluate the success of the project and what is your time frame for the results of the project.
7. Does your organization have the support of any governmental, civic or other community organization for the project? If so, please include any letters of support or commitment.
8. If this project will be on going, how will this project be financed in the future?
9. Has your organization received a grant from the West Yellowstone Foundation in the past? If so, when and how much funding did your project receive?

APPROVAL PROCESS

Please mail five (5) copies of the entire grant application to the West Yellowstone Foundation. Grant applications will be assigned to the Foundation's Grant Committee upon receipt and will be reviewed by the committee for completeness. Applications approved by the committee will be submitted to the Foundation's Board of Directors during their next board meeting for funding approval.

Applicants will be notified of the status of their request approximately one (1) week after the quarterly meeting. Do not submit the project evaluation report until your project is completed.

PROJECT EVALUATION REPORT

Once the project is complete, a project evaluation report is due to the Foundation within 30 days. Project evaluation forms can be found online. Directions for completion can be found on the forms. **Please note that any unused funds remaining at the completion of the project must be returned to the Foundation.

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