

Home Federal Foundation, Inc.
500 12th Avenue South
Nampa, ID 83651

GRANT APPLICATION

Please submit 2 copies of the completed application. Grant applications must be submitted no later than November 30, 2009, to be considered for funding. Late applications will be moved to the next funding round approximately 90 days later.

1. In order for the request to be considered for funding at the next grant making meeting, please submit triplicate copies of proposal and all attachments, as described below to the Home Federal Foundation, Inc. at the above address.

2. Organization Legal Name:

The organization's legal name under which it is incorporated or operates or by which it is recognized by the Internal Revenue Service (IRS).

3. "Also Known As" Name of Organization

Any common name the organization uses or is known by other than the legal name listed above.

Street / Mailing address:

City: _____

State: _____

Zip Code: _____

Organization Phone Number: _____

Please use this format: (XXX) XXX-XXXX

Fax Number for Organization: _____

Please use this format: (XXX) XXX-XXXX

E-mail address for Organization: _____

Website URL (address), if available: _____

4. Executive Director / Primary Contact for Organization

Prefix (Ms., Mr., Rev., Dr., etc.): _____

First Name: _____ Middle Initial: _____ Last Name: _____

Title: _____

Phone: _____ Extension: _____

Please use this format: (XXX) XXX-XXXX

Fax: _____

Please use this format: (XXX) XXX-XXXX

E-mail Address: _____

5. Organization Tax Information:

Is your organization an IRS recognized 501(c) non-profit entity?

Yes: _____ No: _____

If NO, explain how you qualify as a non-profit entity for the purpose of receiving grants:

If YES, select the appropriate tax status for your organization:

If your organization is a 501(c), provide your organization's Tax ID #, also referred to as an "Employer Identification Number" (EIN), in the following format: XX-XXXXXXX

Note: Government entities, including subsidiaries and public educational institutions, DO NOT have to submit their EIN.

6. IRS Form 990

A Complete copy of the organization's IRS Form 990, including salary information, and, the organization's most recent tax-exempt letter under Section 501(c)(3) of the Internal Revenue Code.

7. Proposal Summary

A brief description of the organization, the purpose of the proposal, the outcomes expected and how the Foundation funding would aid the attainment of those outcomes.

8. Organizational Information

A description of the organization, its history, mission, goals and populations served, including, where relevant, geographic boundaries, socio-economic status, age and physical ability.

A description of current programs and recent accomplishments.

The number of full-time, part-time and volunteer staff.

9. Project Information

A general description of the project for which funding is sought. If the request is for general operation support, please describe how the Foundation's funds would be used. If the request is for a specific project, please include:

- A description of the project, including a statement of its purpose and the need or problem the project will address.
- The strategies the organization will employ to implement the project and proposed timetable.

10. Proposal Narrative

Scope of the Project

What is the total budget for your project?

(In dollars only – please round figures to the closest dollar amount)

What amount are you requesting from the Home Federal Foundation?

(In dollars only – please round figures to the closest dollar amount)

The PRIMARY County served by this project.
Identify any OTHER counties served by this project.

11. Project Evaluation

Please describe how the organization will measure the proposed project's effectiveness. Describe the criteria for a successful project and the results expected to be achieved by the end of the proposed funding period.

12. Proposal Attachments

Please attach the following materials to the proposal. Each attachment should be numbered, labeled and marked to indicate the dates covered.

- A list of the organization's Board of Directors and their affiliations;
- The organization's most recent annual report;
- The organization's current operating budget, including a statement of actual income and expenses for the year to date and projected sources of income, with matching line items;
- The organization's operating budget for the most recent fiscal year, as well as a budget for the next fiscal year, if available, including income sources and expenditures;
- The organization's most recent financial statement or audit, if available. This statement should reflect the actual expenditures made and funds received during the most recent fiscal year; and
- A list of foundation supporters, corporate supporters and other sources of income, with amounts, for the previous fiscal year and the current fiscal year to date. The annual totals stated should correspond with the totals listed in the financial statements.

13. Other

Please provide any other information you deem appropriate to assist the Foundation in its consideration of this grant application.

- A list of the foundation supporters, corporate supporters and other sources of income the organization is currently soliciting funding from and, to the best of the organization's knowledge, the status of those solicitations;
- Plan for continuing the project once the Foundation funding end;
- Letters recommending the project and other supporting material; and
- Statement from the organization's Board authorizing the request and agreeing to carry out the project as proposed, if funded.