



The mission of the Landfall Foundation is to provide funds to local non-profit organizations for programs and projects that provide for the Arts, Education, and Health and Welfare for people in the Greater Wilmington, North Carolina area.

2018 CAPITAL GRANT APPLICATION FORM

PART I: GENERAL

Organization Name: _____

Street Address: _____

City, State, & Zip Code: _____

Organization's mailing address (if different from street address):

Organization Website: _____

Project Title: _____

Category Of Entry: Please **CHOOSE ONLY ONE:**

_____ Art _____ Education _____ Health & Welfare

Amount Requested: \$ _____ (Not To Exceed \$30,000)

Summarize Your Project In 50 Words Or Less:

Name of Key Contact Person: _____

Title: _____

E-mail address: _____ Telephone: _____

Name of Additional Contact Person: _____

Email Address: _____ Telephone: _____

PART II: YOUR ORGANIZATION

Note: If you are part of a public education system you may skip questions 3 - 5 below

1. Briefly summarize your organization's background, goals, and current programs (limit of 300 words)
2. What impact does your organization have on our community and how do you measure that impact (include quantitative values or metrics if available)? (limit of 200 words)
3. Describe your organization's structure. Attach a list of your Officers and Directors. Indicate which Officers or Directors, if any, are paid by your organization. If this information is documented in the organization's IRS Form 990 Part VII or Form 990EZ Part IV, simply attach that document to your application.
4. In Part IV a financial statement will be requested. If the statement you provide is not for a full year or the "tax year beginning" on the form is not within two years of the date of submittal of this grant application, please explain fully below.
5. Provide the total revenue for each of the last four years of operation of your organization (organizations in operation less than four years provide just those years).

PART III: CAPITAL PROJECT/PROGRAM (Please quantify whenever possible.)

1. Further describe the project here if you wish to provide additional information over that supplied in PART I. (limit of 400 words)
2. Indicate (a) the need for the project, (b) how individual lives will be improved, (c) how many people will benefit, (d) which counties will benefit and (e) how this project will help your organization meet its goals. (limit of 300 words)
3. What strategies will you employ to accomplish the project and what are the measureable objectives and timelines? If funds are to be used for contracted work or equipment acquisition, will competitive bids be obtained? (limit of 250 words)
4. If this project is part of a larger program, describe how a Landfall Foundation grant will make a difference within the overall project. (limit of 150 words)
5. State who will conduct an evaluation to measure how well the project is meeting its objectives. How and when will this be done? (limit of 200 words)
6. How will you recognize the Landfall Foundation for its contribution to your organization? (limit of 200 words)

PART IV: FINANCIAL INFORMATION

Please attach to each application:

1. a copy of a complete capital project budget, including income and expenses, for the project for which you are requesting funds.
2. a copy of your organization's latest tax form filed with the IRS. For those (a) filing Form 990, include only the pages showing Parts I, III, and VII (three pages) (b) filing Form 990-EZ, please include only the pages showing Part I, II, III, IV and VI (three pages) or (c) who do not file a 990 or 990EZ, include a Statement of Financial Position showing net assets and liabilities and a Statement of Activities showing incomes and expenses.
3. a list of the names of organizations, both public and private, to which your organization has applied for support for this specific project. Please indicate amount requested and the current status of each request.

PART V: REPORTING REQUIREMENTS-GRANT RECIPIENTS ONLY

You will be expected to make regular progress reports to the Landfall Foundation with respect to the status of the project if funding is granted.

PART VI: SUBMITTING YOUR APPLICATION

Please mail to the address below six copies of your completed signed grant application, each with the following attachments:

1. A copy of your current 501(c)(3) approval letter from the IRS
2. A copy of the project budget as specified in Part IV of this application
3. A copy of your latest tax return as specified in Part IV of this application
4. A list of the names of organizations to which you have applied for support as specified in Part IV of this application.
5. A list of the names of your board members as specified in Part II of this application

For your application to be complete, every required item must be included in your application. Landfall Foundation will not contact you to request missing material.

Part VII: AGREEMENT

As part of this grant application process, applicant organization agrees to execute and be bound by the following Agreement.

AGREEMENT

This Agreement is between the Landfall Foundation and _____ herein referred to as "Applicant".

1. The funds granted by Landfall Foundation to Applicant under this Agreement will be used solely for the purposes set forth by Applicant in this grant application.
2. Any unused portion of the grant funding must be returned by Applicant to the Landfall Foundation two years following the date of the grant.
3. Landfall Foundation reserves the right to review with Applicant the status and finances of the project proposed in this application at any time.
4. Landfall Foundation reserves the right to terminate this grant should the Applicant fail to comply with the terms and conditions of this Agreement. Upon termination, all unused funds provided by Landfall Foundation for this project will be returned.
5. Applicant understands and accepts that Landfall Foundation does not provide feedback on any application and that any application can be denied for any reason including failure to comply with the requirements specified in the application.
6. The terms of this Agreement become binding upon Applicant and Landfall Foundation at such time as Applicant is awarded grant money for this project. Granting of said monies by Landfall Foundation is consideration for this contract.

I hereby certify that (a) Applicant complies with all provisions of the "Qualifications and Requirements for a Grant" section on the Landfall Foundation web site and (b) all the statements on this application and all the information contained herein are complete and true to the best of my knowledge. I understand that, by accepting Landfall Foundation's grant check, I am agreeing to the foregoing terms and conditions and hereby certify that I am an authorized representative of Applicant with authority to make such acceptance and agreement on the Applicant's behalf.

Date _____

Signature _____

Printed Name _____

Title _____

This Application must be US postmarked no later than January 5, 2018 to:

**Capital Grants Committee
Landfall Foundation
1924 Pembroke Jones Drive
Wilmington, NC 28405**

**THE ADDRESS ABOVE IS FOR RECEIPT OF US POSTAL MAIL ONLY.
Delivery in person or by private carriers cannot be accepted at this address.**