



# Six Town Community Fund

*(An affiliate of the Northern New York Community Foundation)*

## 2020 Grant Application

**Introduction:** The Six Town Community Fund of the Northern New York Community Foundation supports programs, projects and activities that enhance the quality of life in the Six Town region. The Six Town area encompasses Adams, Ellisburg, Henderson, Lorraine, Rodman and Worth. The Six Town Community Fund is available for any nonprofit organization serving the residents of the Six Town area. Because of the generosity of others making charitable gifts to the Six Town Community Fund each year, grants are awarded annually in perpetuity.

**Eligibility Requirements:** Nonprofits must have a confirmed charitable status as a 501(c)(3) tax-exempt organization through the Internal Revenue Service (IRS). Other publicly supported organizations such as school districts and municipalities are also eligible. Agencies seeking funding through this grant program must confirm partnership with an eligible nonprofit organizations or fiscal sponsor at the time a grant proposal is submitted. The Foundation can assist in identifying an appropriate nonprofit partner on a specific project upon request.

**Grant Funding Available – Up to \$5,000 is available this year**

**Application Process** – Please submit a completed grant proposal as a separate, narrative document, including all materials and information following the outline below:

### **Organization Information:**

- Organization Name/Address
- Grant Applicant Contact/Title
- Email/Phone
- Organization's Tax ID/EIN number (to confirm nonprofit status)

### **Proposal Details:**

- Description – Outline program/project/initiative for which you are requesting funding
- Community need – Summarize community need(s) addressed by proposed project
- Financials – Provide project and overall organization budgets
- Timeline – Present a clear schedule for project implementation and sustainability
- Personnel – List of staff/volunteers stewarding the project
- Partners – List and elaborate on community organizations working on the project
- Funding Sources – Confirm other funders for the proposed project
- Projected Outcomes – Clearly state planned goals for the proposed project

**Stewardship:** Please clearly explain the following grant stewardship expectations:

- Project Outcomes – Provide detail on planned goals for the proposed project
- Sustainability – How will this project and its impact be sustainable in the Six Town region?
- Acknowledgment – Identify how your organization plans to recognize the Six Town Community Fund and the Northern New York Community Foundation, if grant funding is awarded.

**Deadline:** Grant proposals must be received or postmarked to the Northern New York Community Foundation by **November 13, 2020**.

**Grant Award and Review** – The Six Town Community Fund committee and the Northern New York Community Foundation will review applications through December 2019. All applicants will be notified by the Community Foundation of the status of their grant in January 2020.

**Grant Report** – It is a requirement that grant recipients submit a grant report to the Northern New York Community Foundation by the completion of your project. An incomplete report may affect future funding requests.

**How to Submit a Proposal** – Please send completed grant proposals to the Northern New York Community Foundation, Attn: Max DelSignore, 131 Washington St., Watertown, NY 13601. Proposals may also be submitted via email to [max@nnycf.org](mailto:max@nnycf.org).

**Questions/Clarification** – Please contact the Northern New York Community Foundation at (315) 782-7110, or via email at [max@nnycf.org](mailto:max@nnycf.org).