



GALLOWAY RIDGE COMMUNITY GRANT PROGRAM
2019 APPLICATION PACKAGE

BACKGROUND

Galloway Ridge Inc., is a tax-exempt, not-for-profit corporation. In support of that status Galloway Ridge engages in community benefit activities and charitable projects by identifying and helping alleviate unmet needs of special populations in Chatham County, including children and youth, the elderly, the underprivileged and minorities. It also supports activities that foster housing care and services for older adults. The Galloway Ridge Charitable Fund, financed through philanthropic contributions, volunteer efforts or endowments, is among the vehicles used to support the mission.

FUNDING

Grants will be awarded for a term of one year. Grant funds may be requested for any administrative or program expenses and grants may be used to maintain existing successful programs that have demonstrated effectiveness. A total of \$100,000 in grant funds is available for distribution this year.

ELIGIBILITY

Grants will be awarded to 501(c) (3) organizations that serve Chatham County, to Chatham County Public Schools and to other Chatham County governmental units. Agencies are limited to one request each year in the grants process. Agencies that have received funding from Galloway Ridge in the past are eligible to apply.

APPLICATION PROCEDURES

Application is attached. Please adhere to the length limitation criteria and use this form ONLY. Applications must be submitted by 4:00 pm on October 11, 2019. The Distribution of Funds Committee of the Chatham County Charitable Fund will serve as the selection committee. Applicants will be notified of decisions by the middle of November, 2019. For questions about the application form or process, please contact Becky E. Spence, Chair of the Distribution of Funds Committee, bspence@embarqmail.com, or 919-548-3975.



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Instructions: Please complete all areas with supporting attachments by **Friday, October 11, 2019 and deliver by 4:00 pm** via e-mail or regular mail to: Celeste Lestienne, Senior Executive Assistant, Galloway Ridge Inc., 3000 Galloway Ridge Rd., Pittsboro, NC 27312.
E-mail: clestienne@gallowayridge.com.

SECTION 1. CONTACT INFORMATION

AGENCY NAME: _____

Year Organization Incorporated: _____

ADDRESS:

Is the name at left the same as it appears on the IRS Letter of Determination?

Yes No

If not, explain: _____

AGENCY EMAIL: _____

FEDERAL TAX ID# (must have 501(c) (3) to apply or be a Chatham County Public School or other Chatham County governmental unit.) _____

NAME OF DIRECTOR _____

CONTACT NAME & TITLE (if different): _____

TELEPHONE NUMBER: _____

E-MAIL ADDRESS: _____

NUMBER OF FULL TIME STAFF: _____ NUMBER OF PART TIME STAFF: _____

NUMBER OF VOLUNTEERS: _____



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SECTION 2. AGENCY INFORMATION

GEOGRAPHIC AREA SERVED BY THE PROPOSED PROJECT: _____

MISSION OF AGENCY:

DESCRIPTION OF CLIENTS SERVED IN CHATHAM COUNTY:

SECTION 3. FUNDING REQUEST

Title of Project: _____

Amount Requested: _____ Requested funds will support existing program
 new program

1. Current Budget and Sources of Agency income:

Current Sources of Income	Amount of Funding	% of Total Funding

Other Active Grant Applications	Amount Requested	Support for What Program



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2. Project Summary: Provide a 1-2 sentence description of how you propose to spend the grant funding.
Limit 75 words.

3. Need: Describe the need for your project/program in Chatham County.
Limit 250 words.



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4. Impact: What are the anticipated outcomes? How will you measure the effectiveness of the use of the funds?

5. Please provide a description of how the funds will be used: Complete the chart below entering the amount of the request in the box next to the appropriate funding category.

6. Do you have a plan for sustaining the program beyond this year? If so, please describe.

7. Brief statement of qualifications of person who will be responsible for this project.

Description of how funds will be used:

Funding Category	Amount Requested
Salary Support	\$
Administrative – supplies, office equipment, rent, etc.	\$
Program – supplies, equipment, travel, etc.	\$
Other (please list here)	\$
Total Amount of Funds Requested	\$



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ATTACHMENTS

In addition to the cover letter and the information required on the Grant Application Form, please attach the following (public schools attach items 5 and 6 only):

1. a. Verification of tax-exempt status under Section 501(c) (3) of the IRS code.
(One page tax exemption letter only)
b. Declaration from an appropriate officer that the organization is in compliance with all federal and state (if required) filing requirements.
2. List of current board members.
3. Is a recent audited financial statement available?
4. a. A one page summary of actual income and expenses for the past two complete years:
b. A one page listing of funding sources and amounts received from these sources over the past two years.
5. A detailed budget of the project for which funds are being sought (if applicable).
6. If the project for which you are seeking funds is a collaboration with other agencies, include letters from the collaborators. (Maximum of two, one-page letters.) If your agency plans to pass through all or most Galloway Ridge-granted money to another agency, clearly state this and explain why this would be done.

DO NOT ATTACH AGENCY BROCHURES, REPORTS, ETC.

For questions about the application form or process, please contact Becky E. Spence, Chair; Distribution of Funds Committee of the Galloway Ridge Inc., Chatham County Charitable Fund at bespence@embarqmail.com.