

**2008  
LANDFALL FOUNDATION  
GRANT APPLICATION FORM**

**Must be received no later than June 18, 2008.  
Mail (US Postal Service only) to:**

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

ORGANIZATION NAME: \_\_\_\_\_

PROJECT TITLE: \_\_\_\_\_

CATEGORY OF ENTRY: ART \_\_\_\_\_  
EDUCATION \_\_\_\_\_  
HEALTH & WELFARE \_\_\_\_\_

AMOUNT REQUESTED: \$ \_\_\_\_\_ (Not to exceed \$6,000)

SUMMARIZE YOUR PROJECT IN 50 WORDS OR LESS

**PART I: YOUR ORGANIZATION**

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, & Zip Code: \_\_\_\_\_

Name of Key Contact Person: \_\_\_\_\_

Title: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Organization Website: \_\_\_\_\_

Telephone: # \_\_\_\_\_ Fax# \_\_\_\_\_

Name of Additional Contact Person: \_\_\_\_\_

Title: \_\_\_\_\_ Telephone: # \_\_\_\_\_

E-mail address: \_\_\_\_\_

Mailing address: \_\_\_\_\_

1. **PLEASE ATTACH A COPY OF YOUR IRS TAX-EXEMPTION LETTER WITH YOUR APPLICATION.**
2. Is your organization a private, non-operating foundation? If yes, you do not qualify for a grant. YES ( ) NO ( )
3. Would a grant from the Landfall Foundation in the amount being requested jeopardize your tax-exempt status? YES ( ) NO ( )
4. Does your organization plan, now or in the future, to engage in any way in the promotion or advancement of political causes or religious beliefs? If YES, you do not qualify for a grant. YES ( ) NO ( )
5. Is your project eligible for city, county, state, or federal funding? If YES, please explain. YES ( ) NO ( )

6. Briefly summarize your organization's background, goals, and current programs and how this grant would help your organization meet its goals.
7. Describe your organization's structure. Attach a list of your Officers and Directors complete with addresses and phone numbers. Please indicate which Officers or Directors, if any, are paid by your organization.
8. State what percentage of your organization's total revenue is spent on overhead and other administrative expenses.
9. Is your organization affiliated with or part of a state or national organization? YES ( ) NO ( )

If YES, will any funds received from the Landfall Foundation be transferred to or used to pay for activities of the nationally affiliated organization?

If YES, please explain.

**PART II: PROJECT/PROGRAM** (Please quantify whenever possible.)

1. Describe the need or opportunity that the proposed project will address.
2. Describe the objective of the project and indicate how individual lives of the recipients will be improved and how many people will benefit.
3. If this project is part of a larger program, describe how a Landfall Foundation Grant will make a difference within the overall project.
4. What strategies will you employ to accomplish the project objective?  
Will you use volunteer help in this project? YES( ) NO( )  
If YES, how many volunteers and how will they be used?
5. How would you recognize the Landfall Foundation for its contribution to your organization?
6. State how, when and who will conduct an evaluation to measure how well your project is meeting its objectives.

### **PART III: FINANCIAL INFORMATION**

1. Provide a complete project budget, including income and expenses, for the project for which you are requesting funds.
2. List the names of organizations, both public and private, to which you have applied for support for this specific project/program. Also, show the amount requested and the status (pending, approved, or disapproved).
3. If funds are to be used for construction or equipment acquisition, will competitive bids be obtained? If so, summarize the bidding process.
4. Provide a copy of your most recent annual Financial Statement, including a balance sheet and statement of your income and expenditures. If unavailable, please explain.

(If affiliated with a national organization, please include their most recent annual financial statement along with your local financial statements.)

### **PART IV: REPORTING REQUIREMENTS**

If you received a Landfall Foundation Grant in 2007, you must mail (US Postal Service) a progress report for the project before submitting an application for 2007. **The Report must be received no later than June 10, 2008.**

Mail (US Postal Service) to: Grants Committee, Landfall Foundation, 1924 Pembroke Jones Drive, Wilmington, NC 28405. Landfall Foundation expects that any funds awarded will be used solely for the purpose set forth in the Grant Application.

**The following “checklist” is provided to assist you in ensuring that your application is complete and will be considered for funding.**

The notations in parentheses refer to the applicable part of the application form.

- \_\_\_\_\_ 1. Description of structure of your organizational chart (Part I, #7)
- \_\_\_\_\_ 2. List of current Officers and Directors (Part I, #7)
- \_\_\_\_\_ 3. Summary of project (50 words or less)
- \_\_\_\_\_ 4. Number of people to benefit from the project (Part II, #2)
- \_\_\_\_\_ 5. Description of evaluation process (Part II, #6)
- \_\_\_\_\_ 6. Detailed budget of project for which grant is sought. (Part III, #1)
- \_\_\_\_\_ 7. Complete answers to all application questions.
- \_\_\_\_\_ 8. If you received funding from the Landfall Foundation in 2007, your project progress report must be received by June 10, 2008.
- \_\_\_\_\_ 9. Tax-exempt letter included.

**Please Include: Five (5) copies of your grant application**

If you have any questions you may contact the Grants Committee:

Co Chair: Pam Bradley [pbradley@landfallfoundation.org](mailto:pbradley@landfallfoundation.org) or (910) 509-1752  
Co Chair: Gary Gischel [ggischel@landfallfoundation.org](mailto:ggischel@landfallfoundation.org) or (910) 509-0544

**I hereby certify that all the statements on this application and all the information contained herein are complete and true to the best of my knowledge.**

Date \_\_\_\_\_

Signature \_\_\_\_\_

Title \_\_\_\_\_