

Landfall Foundation Grant Application Guidelines

The Landfall Foundation Grant Application process is automated. Please review the following information to complete the application.

- Select the category applying for: **ARTS, EDUCATION, or HEALTH & WELFARE**. You may only apply in one category.
- Most questions are marked as required (*) and you will only be able to proceed to the next page when you have completed the required questions.
- Entries will not be saved until you complete the entire form by clicking “Submit”.
- Once you click on “Submit”, entries are saved to a spreadsheet on the Landfall Foundation Google Drive and encrypts information for security purposes.
- An email will be sent with the completed form for your reference with an option to return to your form to edit before the submission deadline of June 1, 2023. Click on “Submit” to save changes after editing.
- Uploaded files should begin with the first 3 words of your organization to assist us in managing your information.

By reviewing the following questions in advance, completion of the application should take approximately 30 minutes.

Please contact us with questions at grants@landfallfoundation.org

Landfall Foundation Grant Application

***(asterisk) indicates required information**

Part 1: Basic Information

Email address *

Organization Name *

Project Title *

Brief overview of the project (additional details are requested in part 3). *
(Limit 350 characters)

Amount Requested: (Not to exceed \$10,000) *
(Enter as a whole number: example 5500)

Mailing Address *

City *

Zip Code *

Website

Name of key contact *

Title of key contact *

Key contact phone *

Additional contact name

Additional contact email

Category * (ARTS, EDUCATION, or HEALTH & WELFARE)

Mark only one oval:

- 501(c)(3) for at least 2 years
- Public Schools (New Hanover, Brunswick, or Pender County), go to Part 3

Part 2: Your Organization (501(c)(3) only)

Describe your organization's background, goals, and current programs. *
(Limit 1000 characters)

What impact does your organization have on the community?
How do you measure that impact? Include quantitative values or metrics if available. * (Limit 1000 characters)

Provide your organization's total revenue for each of the last four years of operation (if less than four years, provide those years). *

Upload a list of your Officers and Directors and indicate which, 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, upload the document. * *Files submitted:*

Upload your organization's most recent tax form filed with the IRS:

- filing Form 990, include only pages showing Parts I, III, and VII (3 pages)
- filing Form 990-EZ, include only pages showing Part I, II, III, IV and VI (3 pages)
- Form 990 or 990EZ not filed - include a Statement of Financial Position showing net assets and liabilities and a Statement of Activities showing incomes and expenses. * *Files submitted:*

If your financial statement is not for a full year, or the "tax year beginning" on the form is not within two years of the date of submittal, please explain below.

Please note, every organization whether a non-profit or educational institution must provide a Federal Tax number called the "Employer Identification Number."

Part 3: Project/Program

Further describe the project if you wish to provide additional information over that supplied in Part 1. (Limit 1000 characters)

Complete:

- (a) the need for the project*
 - (b) how individual lives will be improved*
 - (c) how many people will benefit*
 - (d) which counties will benefit *
 - (e) how this project will help your organization meet its goals. *
- (Limit 1000 characters)

If funds will be used for contracted work or equipment acquisition, will competitive bids be obtained?

What are the measurable project objectives and timeline? What strategies will you employ to accomplish the objectives and timelines. *

How and when will you evaluate the achievement of the project objectives? Who will conduct this evaluation? *

How will you recognize the Landfall Foundation for its contribution to your organization? *

Part 4: Financial Information

Upload a detailed project budget for the requested funds. If the funds will be used as part of a larger project, you may also include the budget for the larger project. * *Files submitted:*

List the names of organizations, both public and private, to which your organization has applied for funding for this specific project. Please indicate amount requested and the current status of each request.

Part 5: Project Reporting Requirements

(For 2022 Grant Recipients Only)

If you received a Landfall Foundation Grant in 2022, you must complete and submit a project report online before submitting an application for 2023.

The report must be submitted no later than **May 15, 2023**.

Project Report for 2022*

Mark only one oval:

- Submitted online
- Did not have a 2022 Grant

Part 6: Agreement

As part of the application process, applicant organization agrees to execute and be bound by the following Agreement. This Agreement is between the Landfall Foundation and the organization listed below, herein referred to as "Applicant".
Terms of Agreement *

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. Any unused portion of the grant funding must be returned by Applicant to the Landfall Foundation two years following the date of the grant.

Landfall Foundation reserves the right to review with Applicant the status and finances of the project proposed in this application at any time.

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.

Applicant understands and accepts that Landfall Foundation may 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.

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.

Check all that apply. 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. 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 *

Applicant's Name *

Organization *

[A copy of your responses will be emailed to the address you provided.]