



Somerset Community Foundation

To enhance the quality of life in the Somerset community

Somerset Community Foundation

Grant Guidelines

Grants are **generally awarded** to nonprofit programs, projects and organizations that improve the quality of life in Somerset and the surrounding area. Only one grant per year will be awarded to an organization. Grants should promote the arts, education, and human services and wellness, environment or donor specified (see the [SCF website](#) and click on “get involved” and then “donate”).

Grants are **generally not awarded** to lobbying, political, or religious causes; individuals; special fundraising events; capital fund campaigns; deficit reduction; and/or national fund drives.

Grant deadline is August 1st, 2018. Grant recipients are selected and approved by the [Somerset Community Foundation grant committee](#), SCF Board of Directors and the St. Croix Valley Foundation Board of Directors. Grant recipients will be notified in November via phone or email and then invited to the Celebration of Giving event in December to receive the grant.

SOMERSET COMMUNITY FOUNDATION

PO Box 322

Somerset, WI 54025

GRANT APPLICATION

Name of Organization _____

Contact Person _____

Address _____ City _____ State _____ Zip _____

Telephone _____ Email _____

Is your organization a:

- 501 (c) (3). List your Federal ID# ____ - ____ - ____ - ____ - ____ (9 digits)
- Unit of government
- School - All applications must be signed by the superintendent
- Other - Please specify

What is the purpose of your organization?

Briefly describe the project for which you are requesting funding (include population and Number of people served):

Amount of funding requested: _____ Total project/program budget: _____

Authorization:

I approve submission of the proposal. I agree to spend any funds awarded as described in this proposal and will allow the Somerset Community Foundation to verify.

Print name of top paid staff/board chair: _____ Title: _____

Signature: _____ Date: _____

Mail to: Somerset Community Foundation, PO Box 322, Somerset, WI 54025

Application Grant (this page)

1. Application information (See page 2 for guideline questions)
2. Project/Program budget (See page 3)
3. IRS letter of determination if 501(c) (3) or evidence that organization is not a private foundation as defined in section 509(a) of the IRS Code.
4. List of your organization's Board of Directors &/or head of organization

SOMERSET COMMUNITY FOUNDATION

Grant Application Information:

Please answer these questions regarding your grant. (Maximum of 3 pages.)

1. Detailed project/program description.
2. How was the need for this project/program identified?
3. What other organizations are collaborating in this project/program? Describe their roles. Include their help as possible funding sources on the budget sheet.
4. Who will be principally responsible for implementing the project/program?
5. If you receive this grant, when do you anticipate that you would spend the funds?
6. How will this project/program make a tangible difference in meeting a community need?
7. How will you measure the effectiveness of your activities?
8. How many people in the Somerset community will it impact?
9. Additional information that may be helpful to the Board of Directors as they consider this request for funds

Any questions regarding this grant application should be directed to Somerset Community Foundation Grant Committee, Paul Wenzel at pwenzel@stcroixmachine.com or Erin Hoff at erinhoff5@gmail.com

SOMERSET COMMUNITY FOUNDATION

Grant Application Budget Information

Name of organization: _____

Date _____

Project/Program Expense Items	Projected cost	Explanation (optional)
Total Project/Program Expenses	\$	

Sources of funding:	Secured	Pending	Amount	Explanation (optional)
My organization				

Other budget comments (optional):