

Organization Grant Request | Guidelines and Application Form

Inourage provides resources to advance equity, opportunity, and shared stewardship and is a place-based community foundation located in Wisconsin Rapids whose targeted focus is the south Wood County area of Wisconsin. We envision a community that works well for all people. We realize that needs do not always follow a cycle, so therefore we provide a responsive approach to grant requests.

This grant funding is intended to address:

- An unforeseen situation that has created an emergency need.
- A situation where a small grant could make a big difference for an organization.
- The expansion of a current program or opportunity (one-time).

Who May Apply?

Inourage accepts applications from local tax-exempt organizations in good standing with the Internal Revenue Service. Organization should:

- Effectively and efficiently deliver programs/services that further the vision and values of Inourage and the community.
- Ensure that 100% of grant funding is used for purposes outlined in the grant application form.
- Demonstrate additional financial support from sources other than Inourage.

Guidelines

- Must fill out full grant application and provide requested application documentation.
- Requests may be up to \$2,500.
- Requests may be submitted at any time; however, due to our desire to meet as many needs in the community as possible, only one grant per organization is generally accepted within a 12-month period.
- Recipients must be able to support the grant funds were used as intended and must be used within one year of the award.

Please allow 2-4 weeks for a response to your application.

Organization Grant funding is NOT intended for: debt retirement or operating deficits; endowments or other reserve funds; traditional fundraising activities; religious proselytization as part of the program or services funded; political lobbying or legislative activities; continuous funding; grants to individuals for an individual's benefit.

Organization Grant Application

Please fill out this form completely before submitting.

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|---|--|------------------------------------|
| Date of application: | | Grant amount requested: |
| Organization name: | | |
| Tax-exempt? <input type="checkbox"/> Yes <input type="checkbox"/> No | | If no, who is your fiscal partner? |
| Program/Service name: | | |
| Contact person: | | |
| Email: | | Phone: |
| Address: | | |
| City/State/Zip: | | |
| Website: | | |
| Name of Director or CEO: | | |
| How did you learn about Incourage grants? | | |
| Brief description of organization's mission and/or objectives: | | |
| Describe how grant dollars will be used for the program/service named above; provide a budget for specific funds requested: | | |
| How will this program/service meet the guidelines of addressing unforeseen situations or opportunities where a small grant could make a difference? | | |

What organizations/partners will contribute time, talent, financial or in-kind support to your project?

Board of Directors names:

Attach copies of all documents that apply to your organization; check those attached:

- IRS Federal Tax Exemption Letter
- Most recent IRS Form 990 (or 990-EZ) through signature (usually 1-2 pages)

Submit completed application and documentation to:

Incourage | 478 E Grand Ave, Ste 200 | Wisconsin Rapids WI 54494 | hello@incouragecf.org | fax 715.423.3019

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