



Muncie Altrusa Foundation, Inc.

P.O. Box 923

Muncie, IN 47308-0923

grants@munciealtrusafoundation.org

www.munciealtrusa.org

Date Reviewed by Board _____

(Foundation use only)

GRANT APPLICATION – ORGANIZATION

Award: \$10,000

Application Available: October 15, 2023

Application Deadline: December 15, 2023

Eligibility: Eligible organizations must be 501(c)(3) nonprofit organizations located in Delaware County requesting funding for educational and other charitable purposes. Funds may be used to develop new programs or to fund existing programs.

Up to three finalists will be selected to give a 10-minute presentation to the Altrusa Foundation Board on January 16, 2024. Finalists will be notified by January 8, 2024. A one-time award of \$10,000 will be awarded to one nonprofit organization.

A post grant report is required within one year of the date the grant was awarded.

Organization name _____

Address _____

City _____ State _____ Zip code _____

Phone _____ Email _____

Contact person _____ Federal EIN _____

Amount Requested

Dates for project implementation

Statement of Applicant:

I certify that, to the best of my knowledge, this application and all supporting documents are accurate. If funds are awarded, a post grant report will be filed with the Muncie Altrusa Foundation, Inc., no later than one year after the date the grant was awarded.

Signature of Applicant

Date



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Application Requirements

Please use the following checklist to ensure that all required information is included in your grant application packet. Incomplete packets will not be reviewed.

Grant application checklist:

___ This grant application cover sheet

___ The organization's mission statement

___ A list of the organization's officers and board of directors

___ A copy of the organization's Federal IRS determination letter

___ A letter of endorsement from the organization's Board President or Executive Director

___ Current year operating budget for the organization

___ Brief proposal that provides: (should not be longer than 3 pages)

- Description of the project/program for which funding is being requested
- Target population or intended impact
- Estimated number of persons to be served (where appropriate)
- Goals and objectives to be achieved
- Plans for modifying the project if only partial funding is received
- The date by which funding is needed

___ Method of evaluation

___ Attach a project budget and narrative stating the following:

- Total cost of the project with a breakdown of expenses
- Other anticipated and secured sources of financial support and the amounts provided
- Specific use of Muncie Altrusa Foundation grant funds, if received

The Muncie Altrusa Foundation Grants Committee reserves the right to request additional information.

Please send grant application packets to: grants@munciealtrusafoundation.org or Muncie Altrusa Foundation, Inc., ATTN: Grants Committee, P.O. Box 923, Muncie, Indiana 47308.