



LTlov supports neighbors helping neighbors to overcome limiting circumstances

2018 Grant Application

Date _____

Please fill in all blanks and do not alter the format, order of questions, or other information in the application.

Organization Name _____ Website _____

Organization Phone _____ Fax # _____

Contact Name _____ Contact Title _____

Contact Phone _____ Contact Email _____

Physical Address _____

Mailing Address (if different from above) _____

LTlov Sponsoring Member's Name (if applicable): _____

Amount requested: \$ _____ (Please note, the request may not exceed \$5000.00)

The amount requested (*circle one*) **will** / **will not** fund the entire cost of a specific project or program.

Is this request to meet a time sensitive/urgent need? (*circle one*) **Yes** / **No (If yes,) Why?** _____

Is your organization able to accept partial funding? (*circle one*) **Yes** / **No**

Previous grants from LTlov: Amount /Year received \$ _____ / _____, \$ _____ / _____, \$ _____ / _____

Have all past grant monies been spent? (*circle one*) **Yes** / **No** (If no,) Amount Unspent: \$ _____

Reason(s) _____

How were previous grants spent? _____

General Questions about your Organization

Define the **general purpose of your organization** including the group/individuals that it serves.

Organization Mission Statement. _____

Relate your organization to LTlov's mission (LTlov supports neighbors helping neighbors to overcome limiting circumstances).

Define the **general** funding needs of your organization. _____

List additional funding sources currently benefitting your organization. _____

Describe your organization's volunteer needs. Include general dates/seasons, amount of time and type of activities.

Employer Identification Number: _____

Length of Time in Operation _____

Annual Administrative Costs: \$ _____
(Required: Itemized Annual Budget for Organization)

Annual Operating Budget: \$ _____

of Individuals Served/year _____

% of Individuals **served** residing in LTISD _____

Questions Specific to the Project/Program/Purchase for Which Funding is Requested

In a brief description (175 character maximum), specify the project/program/purchase to which requested funds will be allocated. Include how long it has been in practice, and how it has or will directly benefit the greater Lake Travis Community. (Required: Estimated Budget for project/program /purchase). Please note, if the request is to fund a scholarship/s, the addendum that follows this application must also be completed and submitted.

Define the specific criteria by which this project/program/purchase has or will measure success, how its success will be reported to LTlov, and by what date LTlov should anticipate this reporting if a grant is awarded.

List additional funding sources benefitting this project/program/purchase. Include: 1) the total funding received and 2) the total of outstanding funding applications made by your organization.

1)

2)

Relate your project/program/purchase to LTlov's mission (LTlov supports neighbors helping neighbors to overcome limiting circumstances), including specific ways it will create opportunity for its participants/recipients to make positive and lasting changes to their current circumstances.

Deadline: The 2018 Annual Grant Application must be submitted no later than **Wednesday, March 21, 2018.**

Required Documentation/Attachments:

1. 2017 Itemized Annual Operating Budget, in a standard format (this is the budget for your organization as a whole) (title: XYZ Org Annual Budget 2017)
If a full 2017 Itemized Annual Operating Budget is not available, your organization may submit:
~ a minimum of 6 months of records showing income, income sources and expenses **and**
~ a copy of the 2016 IRS Form 990 tax return
(alternate title: XYZ Org Alt. Financials 2017)
2. Estimated Budget (this is the budget for the project/program/purchase that the grant monies are meant to fund) (title: XYZ Org Project Budget 2018)
3. Itemized in-kind donations converted to dollars: https://www.independentsector.org/volunteer_time (title: XYZ Org In Kind Donations 2017)
4. 501c3 Letter of Determination (this is required of all applicants, both new and returning) (title: XYZ Org 501c3 2017)
5. Addendum (required only if the request for grant monies is to fund a scholarship/s) (title: XYZ Org Scholarship Addendum 2018)

Requested Documentation/Attachments:

1. 2018 Estimated Annual Operating Budget, in a standard format (title: XYZ Org Estimated Budget 2018)

Submit each of the above as a separate document.

Title as shown above, replacing “XYZ Org” with the name/abbreviation of your organization.

For example: SaveTheWhales Annual Budget 2017.pdf

Additional Considerations:

The Grants Committee highly recommends submitting your organization’s application well before the deadline. The Committee will inform your organization within one calendar week if the application is incomplete, thereby affording opportunity to resubmit a completed application before the deadline. Applications that are incomplete on the deadline will be ineligible for consideration.

LTlov may request a presentation to confirm present and continued grant funding eligibility.

LTlov may request a tour of your organization’s facility to confirm present and continued grant funding eligibility.

LTlov may request a certified financial statement.

All LTlov Annual Grant monies are restricted to qualifying program/project support only.

Signature of Authorized Representative _____

Title of Authorized Representative _____

Printed name of Authorized Representative _____

We prefer to receive all forms/correspondence via email to grants@ltlov.org
Hard copies may be sent to: LTlov, Attn. Grants Funding, 2121 Lohman’s Crossing Rd, Ste 504-463, Lakeway TX 78734

Addendum to 2018 LTlov Grant Application
(only for scholarship requests)

How is the scholarship marketed/made known to the target population it is intended to serve?

List the eligibility criteria for earning the scholarship.

Briefly describe the application process for those wishing to be chosen to receive the scholarship.

What is the process for selecting scholarship recipients? Please attach a copy of the scholarship application (and any other documentation you would like to share regarding the scholarship).

If the scholarship has been awarded to the same person/people multiple times, please include a 3 yr. history of its recipient/s.

Additional comments.
