



## AUTAUGA AREA COMMUNITY FOUNDATION COMMUNITY TRUST GRANTS 2011

### Instructions and Changes

The **Autauga Area Community Foundation** (AACF) is a public foundation which links charitable resources with community needs and opportunities. Each year, the Foundation awards grants to nonprofits offering projects and programs in Autauga County that, in the opinion of AACF's Advisory Committee, will improve the quality of life in our community.

While many factors are considered, priority is given to proposals that meet the following criteria:

- Programs that address issues affecting Autauga County;
- "Seed" grants to initiate promising new projects addressing underlying causes of community problems;
- Expanding programs representing innovative and efficient approaches to serving community needs and opportunities;
- Programs that maximize resources and leverage other monies;
- Projects reflecting the cooperative efforts of multiple agencies within the community;
- Programs that can demonstrate funding plans for the continuation of the project beyond initial funding by the AACF.
- **Grants are not awarded to: Individuals, Fundraising Events, or Capital Campaigns.**

For 2011, the maximum grant award is \$2500, with the average grant ranging from \$500 to \$1000. Applications will be accepted online, and the submission deadline is March 8, 2011.

#### 2011 PROCESS TIMELINE:

Applications Available	January 1
Grant Workshops	February 7 - 11
Application Deadline	March 8
Site Visits	March 22 through April 18
Grants Awarded	May 19

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### AACF Community Trust Grants Application 2011

Q1: Project Name - Name of Project

*[100 characters allowed]*

Q2: Your Organization\* - Provide a brief description of your organization, its staff, services and programs. Be sure to include the date the organization was founded and its mission.

*[2000 characters allowed]*

Q3: Geographic Area\* - Geographic area served by organization (where possible, identify counties):

*[200 characters allowed]*

Q4: Does your agency have a 501(c)3 or other nonprofit designation by the IRS?\* - Please select the appropriate response from the list below:

- Yes, we have our own status independently
- Yes, we have status due to our affiliation with another organization
- Yes, we have status as a church
- Yes, we have status as a governmental entity
- No, we do not currently have a nonprofit status

Q5: Is your organization a government agency?\* - Yes / No

Q6: Does the organization have a strategic plan?\* - Yes / No

Q7: Has your organization requested funding from AACF before?\* - Yes / No

Q8: Has your organization received funding within the past three years?\* - Yes / No

Q9: If you have received funding, in what amount(s) and for what purpose? -

*[500 characters allowed]*

Q10: Project Description\* - Describe the proposed project and its anticipated impact. Include any relevant data or supporting statistics and any outcomes that you envision should your request be funded. Please be specific and avoid generalities.

*[2000 characters allowed]*

Q11: Collaborations\* - What other nonprofit organizations, government agencies, residents, and/or businesses (i.e., all stakeholders) are working with you on this project?

*[1000 characters allowed]*

Q12: Other Programs\* - Explain the relationship of the proposed project to other programs in the community designed to meet the same or similar needs or opportunities.

*[2000 characters allowed]*

Q13: Project Staff\* - How many staff will work on this project? What are their qualifications to accomplish the project goals?

*[2000 characters allowed]*

Q14: Time Frame\* - Define the time frame of the project and the approximate date the project will be completed.

*[2000 characters allowed]*

Q15: Evaluations: Baseline Data and Indicator\* - Briefly describe the baseline data that is relevant to your project and the indicators you plan to track.

*[1000 characters allowed]*

Q16: Evaluation: Expected Changes\* - Briefly describe the short-term and intermediate-term changes you expect to result from this project, and how you will measure those changes.  
*[1000 characters allowed]*

Q17: Proposed project budget\* - What is the budget for the specific project AACF funding would support? Include a narrative describing key revenues and expenses.  
*[2000 characters allowed]*

Q18: Other Support\* - Please list any other key sources of funding for this project, and indicate whether each is committed or pending. Be sure to indicate any other sources of funding that will require matching support.  
*[1000 characters allowed]*

Q19: Future Funding\* - What are the plans for continuation of this project, including future funding sources?  
*[1000 characters allowed]*

Q20: Operating Budget - Current Year\* - Attach organization's Operating Budget for current year.  
*[2 MB(s) allowed]*

Q21: Operating Budget - Prior Year – Attach organization's Operating Budget for prior year.  
*[2 MB(s) allowed]*

Q22: Audited Financial Statement:\* - Does your organization conduct an independent financial audit regularly?

- Yes, annually
- Yes, but not every year
- No
- No, but we do have an annual financial review performed by an independent accountant

Q23: Attach current Audited Financial Statement -  
*[3 MB(s) allowed]*

Q24: Core Operating Standards for Nonprofits\* - Please download the Core Operating Standards for Nonprofits, complete, and upload in the space below.  
*[2 MB(s) allowed]*

Q25: Attach IRS Letter of Determination -  
*[2 MB(s) allowed]*

Q26: Attach listing of Board of Directors (reflecting board member names/addresses)\* -  
*[2 MB(s) allowed]*

Q27: Attach letter endorsing project from the president of the agency's Board of Directors\* -  
*[1 MB(s) allowed]*