***Northfield Shares 2022 Grant Questions***

Questions on Application for 2022-23

The actual application **must be** completed via the Google form found on our website, <https://northfieldshares.org/grantseekers/>

Translation services are available via the City of Northfield:

<https://www.northfieldmn.gov/1420/Translation-and-Interpretation>

Thank you for your interest in a Northfield Shares Grant. Before starting this application, please gather the following information:

– Contact information for your organization

– Information about why you are requesting this grant, what it will be used for, and your other funding sources

– Your organization's nonprofit status, tax exemption or fiscal agency (if applicable)

– Employer Identification Number

Applications are reviewed and rated by the Grants Committee and the Board in terms of:

1. eligibility and conformity to the grant guidelines

2. ability to maintain and enhance the overall well-being of our community

3. capacity and ability to successfully manage funds and execute proposal

In addition, specific criteria are used to evaluate the merits of each proposal. These may include:

– Proposal meets a current community need and is feasible as presented

– Proposal generates the biggest multiplier effect creating positive ripple effect for human and/or social gains

– Leverages other funds

– Proposal encourages and involves volunteers

– Proposal encourages collaboration with other organizations

– Organization is providing vital assistance within the Northfield community to sustain a thriving, equitable community for all residents

Grant cycle timeline: Deadline for submission is **October 3, 2022**. Applicants will be notified in November of decisions, with funds being disbursed in December.

Reminder to past grant recipients: Final Impact Reports are due September 30. Photos to support the Impact Report are requested and highly encouraged. The report is invaluable as we are not only able to acknowledge the work you are doing, but also share the stories and information with stakeholders and donors as to the impact dollars are making in our community.

Questions: Any questions may be referred to Executive Director, Carrie Carroll at [carriecarroll@northfieldshares.org](mailto:carriecarroll@northfieldshares.org%20) or 507-403-9755.

\* Required

1. Name of Organization \*
2. Contact Person \* (name and title)
3. Full mailing address (if applicable)
4. Organization contact (Phone Number) \*
5. Organization contact (Email address) \*
6. Organization Website (if applicable)
7. Does your organization or fiscal agent have an IRS 501c(3) non-profit status or Tax Exempt? \*

*Choose only one answer below.*



Yes, my organization has IRS 501c (3) status

Yes, my fiscal agent has IRS 501c (3) status

Tax Exempt 

1. Employer Identification Number (EIN) \*
2. Fiscal Agent's Name, Email & Phone Number (if applicable)

**Grant Proposal Information**

The following questions relate to various criteria that reflect the mission of Northfield Shares, areas of emphasis & impact.

1. Project Title \*
2. Project start \*
3. Project end date \*
4. How does your project respond to a community need or opportunity within the Northfield School District? (250 word limit) \*
5. Please describe your project, including an overview of goals, target population, and expected impact. (250 word limit) \*
6. Roughly how many people do you think will be directly impacted by your project? \*

*Mark only one oval.*

25 or fewer

25-100 

100-500

500 or more

1. How does your project encourage collaboration and engagement of volunteers, stakeholders, and other organizations? Please be specific. (250-word limit) \*
2. On a scale of 1-10 how vital are volunteers when it comes to the execution of your project? (1 being minimally important, 10 being absolutely crucial)
3. Please describe how this project will contribute to the areas of diversity, equity, belonging and inclusion? (250-word limit) \*
4. Does this proposal represent the startup, continuation, or conclusion of a project?

**Startup**: We see a need in our community and are requesting funding for a program that does not currently exist.

**Continuation**: We have been involved with this project for some time already and are eager to continue the work we are doing.

**Conclusion**: This project has been in existence for some time already, and we anticipate using these funds to conclude our efforts in this area.

1. What is the broader timeline for this project moving forward--how long do you anticipate it will last?\*

This is a short-term project, relevant to this year only.

2-4 years only

This is a long term project, and we anticipate it lasting 5 years or more.

1. What factors will you use as criteria for success? Who will be involved in this evaluation, and what tools will be used? (200 word limit) \*
2. How will you acknowledge Northfield Shares' funding of your project? \*

**Proposal Budget**

Please provide an itemized budget for this proposal.

Make sure to factor in costs for supplies, personnel, etc. (Submit separate file)

1. Total Project Budget \*
2. Amount requested from Northfield Shares \*
3. Amount expected from other funding sources (Please include sources and dollar amounts) \*
4. Amount provided by your organization for this project \*
5. What are your future plans for the project and how will it be financially sustained? (200-word limit) \*
6. Did your organization receive a grant from Northfield Shares last year?
   * Yes (Final Impact Reports are due September 30th) [- https://northfieldshares.org/grantseekers](about:blank)/
   * No
7. Are you requesting $5,000 or more from Northfield Shares? \*
   * No
   * Yes (see below)

If you are requesting more than $5,000, please submit the following within 2 weeks to [info@northfieldshares.org](mailto:info@northfieldshares.org)

1. most recent Organizational Annual Budget
2. most recent IRS 990

Certification

1. Applicant Electronic Signature \*



1. Date \*



*Example: July 30, 2022*

Important Details