2024 Grant Application

Translation services are available via the City of Northfield:
https://www.northfieldmn.gov/1420/Translation-and-Interpretation

Thank you for your interest in applying for grant funding from Northfield Shares Community Foundation. Your organization must serve people within the geography of the Northfield School District in order to be eligible for grant consideration. Please read this application carefully, and fill it out completely. If you have questions, please contact our staff at 507-403-9755, or at info@northfieldshares.org.

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

- Eligibility and conformity to the grant guidelines.
- Ability to maintain and enhance the overall well-being of our community.
- Capacity and ability to successfully manage funds and execute the proposal.

Specific criteria are used to evaluate the merits of each proposal, and may include that the organization and/or proposal:

- Meets a current community need and is feasible as presented.
- Generates the biggest multiplier effect, creating a positive ripple effect for human and/or social gains.
- Leverages other funds.
- Encourages and involves volunteers.
- Encourages collaboration with other organizations.
- Provides vital assistance within the Northfield community to sustain a thriving, equitable community for all residents.

The deadline for application submission is **October 4, 2024**. Applicants will be notified in November of decisions, with funds being disbursed in December.

If you received grant funding in 2023, your Final Impact Report is due September 30, 2024. This report allows us to acknowledge the work you are doing, and to share stories and information with stakeholders and donors about the impact these funds are making in our community. Photos to support the report are highly encouraged.

Northfield Shares grant funding comes from a variety of endowments serving a variety of community needs, such as:
- Unrestricted
- Beautification
- Youth recreation
- Human Services
- Environmental Sustainability
- Multiple Sclerosis
- Art

Please visit our Managed Funds page to view all funds and which needs they serve.

Organization Information

1. Name:

2. Date Organization was established:

3. Contact Person (name/title):

4. Mailing Address:

5. Phone Number:

6. Email Address:

7. Website (if applicable):

8. Does your organization or fiscal agent have an IRS 501c(3) nonprofit status or tax exempt status?
   Choose only one.
   ☐ Yes, my organization has IRS 501c (3) status
   ☐ Yes, my fiscal agent has IRS 501c (3) status
   ☐ Tax Exempt

9. Employer Identification Number (EIN):

10. 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, and its managed funds, and areas of emphasis and impact.

11. Project Title:

12. Project Start Date:

13. Project End Date:

14. Is there a specific Northfield Shares fund from which you are applying for grant funding? If yes, please specify:

15. Please describe your project, including an overview of goals, target population, and expected impact. (250-word limit):

16. How does your project respond to a community need or opportunity within the Northfield School District? (250-word limit):

17. How does your organization provide vital assistance in Northfield to sustain a thriving, equitable community for all residents? (250-word limit):

18. How does your project encourage collaboration and engagement of volunteers, stakeholders, and other organizations? Please be specific (250-word limit):

19. What factors will you use as criteria for success? Who will be involved in this evaluation, and what tools will be used? (250-word limit):

20. Roughly how many people do you think will be directly impacted by your project?
    Choose only one.
    ☐ 25 or fewer
    ☐ 25-100
    ☐ 100-500
    ☐ 500 or more

21. Does this proposal represent the startup, continuation, or conclusion of the project?
    Choose only one.
    ☐ 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.

22. What is the broader timeline for this project moving forward (how long do you anticipate it to continue)?
    Choose only one.
    ☐ 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 continuing 5 years or more.

23. 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 of crucial importance)?

24. How will you acknowledge Northfield Shares' funding of your project?

25. How will you responsibly manage funds to ensure they are used for the intended purpose?

Proposal Budget

Please provide an itemized budget for this proposal, including costs for supplies, personnel, etc (submit separate file).

26.   Total Project Budget:

27.   Amount requested from Northfield Shares:

28.   Amount expected from other funding sources (please include sources and dollar amounts):

29.   Amount provided by your organization for this project:

30.   What are the future plans for the project and how will it be financially sustained? (200-word limit):

31.   Did your organization receive a grant from Northfield Shares last year?
      ☐ Yes (see below)
      ☐ No
<mark>If yes, you must submit your Final Impact Report by September 30th</mark>

32.   Are you requesting $7,500 or more from Northfield Shares?
      ☐ No
      ☐ Yes (see below)
<mark>If you are requesting more than $7,500, you must submit the following within 2 weeks to info@northfieldshares.org</mark>
      ▪ most recent Organizational Annual Budget
      ▪ most recent IRS 990

Certification: I have read the Northfield Shares Grant Guidelines, to which I may be asked to respond in writing or by submitting appropriate forms. I certify that the information contained in this application is true and correct to the best of my knowledge.

Applicant Signature:

Date: