



Emergency Grant Application

NOTE: Please call the SJICF office at 360-378-1001 to speak with Carrie Unpingco to discuss your need BEFORE submitting an application.

This application is for San Juan Island nonprofits to apply **for emergency funds to address critical needs in the health and human services sector** during a crisis. Applications can be submitted anytime. Per IRS regulations, only charitable, tax-exempt organizations may apply.

Organization name:

Project Title:

Amount Requested:

Organization Tax ID (EIN) number:

Website:

Contact Person:

Position:

Mailing Address:

Phone:

Email:

1) Brief explanation of the grant request. Describe the need, explain your plan to address it, and tell us how this fits with your organization's mission. Include the number of anticipated beneficiaries:

Emergency Grant Application (continued)

- 2) Is this a new project?
- 3) Project Start Date: _____ Project End Date: _____
- 4) Total Project Budget: _____ Funds Needed By: _____
- 5) Provide the full budget, actual and potential sources of revenue, and any committed or potential sources of in-kind support.

- 6) What community issues does this project address? Why is this an emergency now?

- 7) How will you inform the beneficiaries and the community about this project?

- 8) Are you aware of other organizations providing a similar service/program? If so, have you been in contact with them? If not, would you be willing to collaborate with another organization?

- 9) What results do you expect to achieve from this project? Please be specific.

Emergency Grant Application (continued)

10) Will this project be part of your organization's ongoing emergency response plan in the event of future disasters?

11) How will you measure the results?

By typing or signing your name below, you certify the information contained in this grant application proposal is true and correct to the best of your knowledge, and you agree with the attached Terms and Conditions (see page 4). If the grant is awarded, an official signature will be collected in person prior to disbursement.

Signature _____ Title _____ Date _____



Emergency Grant Terms & Conditions

If the applying organization is awarded an emergency grant from the San Juan Island Community Foundation for the purposes stated in this application, the following terms and conditions apply.

By accepting the grant, you agree:

- The funds are to be used solely for the purposes stated in your application;
- To obtain the Community Foundation's approval in writing if there are significant changes in your proposal;
- To provide the Community Foundation with a report that includes the project's successes, any difficulties encountered and how they were overcome and fund expenditure detail (use SJICF Grant Evaluation & Status Report);
- That any portion of the grant not used by you in accordance with your proposal or in a manner that has received our subsequent written approval, is returned to the Community Foundation;
- To allow the Community Foundation to use the organization name in general marketing and/or promotional material;
- To allow all information supplied in this proposal to be distributed to the Foundation board, staff, committee members, Community Foundation fund holders and other potential donors deemed appropriate by the Foundation;
- To allow all information supplied in this proposal (except information specifically indicated in a separate written agreement signed by your organization and the Foundation) to be made public. Examples of possible public use include but are not limited to the Community Foundation website/press releases/annual reports, newsletters, etc.;
- To include any needed photo permissions;
- To give permission to the Community Foundation to contact partner organizations and any other references given as specified in the proposal and,
- To hold the Community Foundation harmless from all claims and consequences arising from this proposal or any subsequent award.