TETON SPRINGS

F O U N D A T I O N

REQUEST FOR FUNDING
DEADLINE: DECEMBER 15, 2022 BY 5PM

Guidelines and Policies
The Teton Springs Foundation mission is to improve the quality of life in Teton County, Idaho by providing grants to non-profit organizations serving our community.

Applicant Eligibility:
- Applicants for funding must be a 501(c)(3) or a 170 (b)(1)(a)(i.V.I.) with a determination from the IRS doing work in Teton Valley Idaho. These include non-profit organizations, schools, hospitals, and local government entities.
- The Teton Springs Foundation will not participate in any political campaign on behalf of any issues or candidate.
- Organizations that have received past funding must have current progress and/or final reports on file to be eligible for funding during this cycle.
- Applications must have support of the requesting organization's Board of Directors.
- All funding decisions by the Foundation Board are to be considered final.
- ***Please carefully review these Application Instructions and granting categories, as this has changed in 2022.***

What TSF *will fund:*
- Projects that have measurable results and a broad, positive, public impact. The greater the number of people impacted positively by your program/project, the better!
- Direct costs associated with the proposed project (for example, purchase of materials, equipment and supplies; services/contracted labor to aid in implementation of project or program goals).
- The Teton Springs Foundation collaboration amongst organizations. If partnering with another local group, please choose one lead applicant.
- TSF prefers not to be the sole funder of a project and appreciates partnership and demonstration of matching funds.

What TSF *will not fund:*
- Programs or projects already completed.
- Ongoing operational expenses (for example, salaries or indirect expenses will not be funded; personnel time, however, can be counted as matching contributions).
- Current (and past) grantees who have not reported on their previous grant.
- Requests that only serve/impact a small number of individuals.
- More than one application per organization (please see application instructions and choose *one* category to apply under).

Application Instructions:

==NEW== for 2022: <u>Please choose one category</u> for which you will apply:
1) **Category A: Community Grants up to $5,000.** These are for high-impact projects that have a relatively low-cost to implement. Very similar to our past granting process, multiple organizations will receive funding in this category.
2) **Category B: Impact Grants up to $25,000**. This category is *new* this year and will fund requests from organizations with projects that address an urgent community-wide need or emerging opportunity that requires a larger cash infusion to achieve stated goals. The initial written application process under Category B will be the same as that for Category A; the Board will then select 3-5 Category B finalists to make oral presentations describing the proposed project to the Teton Springs Foundation Board of Trustees. One recipient will be chosen in this category. Presentations will be required of finalists and will be scheduled in January of 2023.

Written Application Process:
- Submit one copy of the application/attachments in a single document (PDF or Word Document) to grants@tetonspringsfoundation.org.
- Include the name of your organization and project title in the file name of the application and the email title (Example: [Name of Nonprofit_Project title] could be Teton Valley Knitting Club_ Scarves for Puppies).
- Applications should include a cover sheet, project description, project budget.
- The entire application has a 4-page limit (total pages, including cover sheet and budget).
- Application deadline: ==**December 15, 2022 by 5PM**==.
- Late and/or incomplete applications will not be accepted.
- If you cannot submit the application by email, please contact the Foundation.
- If you have any questions, please contact: Bonnie Self at grants@tetonspringsfoundation.org

Cover Sheet (1 Page). Include:
1. Organization Name, Mailing and Physical Address, Telephone Number, Email
2. Executive Director and Grant Contact (if different)
3. Amount of Request from TSF: $_____ and
   Total Project Budget (including matching sources): $_____
4. Grant Category (select one): **Category A-Community Grants** (up to $5,000) <u>or</u> **Category B-Impact Grant** (up to $25,000)
5. Did you receive funding from Teton Springs Foundation in 2021? – Yes or No
6. If Yes, did you submit a final report? – Yes or No

Project Description (2 Pages maximum). Include:
1. **Community need statement.** Why is this needed? Who will benefit?
2. **Goals and objectives**. What will you do? How will you do it?
3. **How will funds be spent?**
4. **Project Timeline**. Category A grants should be completed in 1 year; Category B in 1-2 years.
5. **Impact and Results**. What positive changes will result from your efforts?
6. **Project Partners.** What will be the role(s) of the partner organizations?

Project Budget (1 page). A line-item income and expense budget for the proposed project.