

**Les Cheneaux Community Foundation**  
**P.O. Box 249**  
**Cedarville, Michigan 49719**  
**Phone: 906-484-2484 email:lccommunityfoundation@gmail.com**

**Information for Grant Applicants**

A non-profit organization seeking a grant from the community foundation must complete the attached application and return it and two copies to the Foundation. The application consists of:

- A. Grant Application Cover sheet,
- B. Information requested on Narrative form,
- C. Grant budget,
- D. Copy of IRS determination letter indicating 501 (c)(3) or other non-profit status,
- E. Letter(s) of support, which verify project need and collaboration with other organizations.
- F. **Please specify Youth involvement in the project, these applications will be given priority by the Youth Advisory Committee. Please refer to final page.**

**AN ORIGINAL AND ONE COPY OF ALL REQUESTED ITEMS MUST BE SUBMITTED.  
FAILURE TO SUBMIT REQUIRED COPIES DISQUALIFIES APPLICATION.**

**Grant Amounts**

Grants from the Les Cheneaux Community Foundation will normally not exceed \$5,000\*. Applicants may request any amount; however, the full board of trustees of the Les Cheneaux Community foundation must approve both the higher amount as well as the grant itself.

**Due Dates for Applications**

Grant applications are due at **4 p.m. on Friday, April 19, 2019**. In fairness to those submitting applications on time late applications will not be considered.

**How long does the grant decision process take?**

The grants committees meet within two weeks after the due date. The decisions of the committees must be approved by the Board of Trustees at their meeting on the first Monday of the month following the grant deadline. Applicants are normally notified of the decision on their grant by the end of the month after the application is due.

**Who may apply for a grant?**

1. The Les Cheneaux Community Foundation has a commitment to the people of the Mackinac County area. Grants are only given to projects which will benefit Mackinac County area residents or which will meet a general community need.
2. Grants are made only to non-profit organizations, including subdivisions of government, exempt from federal taxation. (Federal I.D. # \_\_\_\_\_ ) required.
3. Grants must be used for charitable purposes.
4. Grants are generally not made to individuals, except for scholarships via charitable organizations.
5. No grants may be used for any political campaign or to support attempts to influence any governmental body other than through making publicly available the results of nonpartisan analysis, study or research.
6. Grants are usually given one time only, for specific purposes with the understanding that the Foundation has no obligation or commitment to provide any additional support to the grantee. No project will be funded more than once over a 12-month period.
7. **The Foundation does not fund operating expenses, including personnel.**
8. The Foundation operates without discrimination as to age, race, religion, disability, sex or national origin in the consideration of grant requests, and will award grants only to grant seekers, which do not discriminate.