



North Mecklenburg  
WOMAN'S CLUB  
BRANCHING OUT TO THE COMMUNITY

## 2021/2022 ELIGIBILITY CRITERIA AND APPLICATION CHECKLIST

**Applications will be posted to the NMWC website in January 2021. Completed applications will be accepted for consideration until 5:00 p.m. April 15<sup>th</sup> 2021. All applications should be emailed in Word or PDF format with the charity name in the subject line to: [charityrequest.nmwc@gmail.com](mailto:charityrequest.nmwc@gmail.com)**

NMWC proudly announces an opportunity to apply for 2021/2022 charitable grants. NMWC members believe that in creating a better life for people in our communities we create a better life for each other. NMWC solicits applications from programs and projects that involve community organizing and/or economic development, seek to affect positive change in the community, provide opportunities for the women of the club to apply for volunteer positions, and empower local communities and their residents. If awarded a NMWC grant for the 2021/2022 funding cycle, recipients will be required to submit a Grant Report at the end of the funding period.

### Eligibility Criteria

In order to be eligible for consideration the following minimum requirements MUST be met:

- 501(c)(3) designation providing and promoting social, educational and civic progress in the community
- Provide services in north Mecklenburg County and surrounding areas
- May not discriminate based on race, color, national origin, disability or any other status protected under law. However, organizations that serve a specific population (e.g. women) will be considered. (Example of non-discrimination statement provided)
- Demonstrate of a significant demand for services and the ability to effectively respond
- All information requested must be completed and received at [charityrequest.nmwc@gmail.com](mailto:charityrequest.nmwc@gmail.com) by April 15, 2021 to be considered.

## **Checklist for Completion of Application**

The NMWC application consists of the following components, which MUST be submitted. This checklist is provided to help ensure a complete proposal. If you are missing a document, please explain why.

### **SUMMARY SHEET**

#### **NARRATIVE QUESTIONS [Limit to three pages, twelve point font]**

1. Organization background/community impact
2. Goals and objectives to meet your goals
3. Current services provided in your community
4. Collaboration/partnerships and how do they advance your goals
5. In what ways can NMWC help to advance your mission?

#### **REQUIRED ATTACHMENTS**

1. Budget, including revenue and expenses: Organization's operating budget for the current fiscal year. If request is for a specific Project within your Program, include project budget
2. Most recent Financial Statements: Income and Expense Statement and Balance Sheet
3. Proof of IRS federal tax-exempt status: 501(c)(3) Determination Letter
4. Most current 990, 990Z or 990N-in addition most current Audit (if available)
5. Major Contributors: names and amounts received of \$5,000 and over
6. Value of In-Kind Contributions
7. Board of Directors, with positions
8. Non-Discrimination statement adopted by the Board of Directors (if available)
9. Key Paid Staff
10. Sources of Income Table (document provided)

Thank you for your interest in NMWC. Applications will be reviewed by the Appropriations Committee in April and May and recommendations prepared for the Board. The Board will consider the recommendations in June and seek input from the membership. Applications will be voted on by the Board in July/August and applicants will be notified of the results no later than August 2021. Monies will be disbursed May 2022. Please note that the grant application must be complete with all narrative questions answered and all required attachments included. For more information please visit our website at [www.nmwclub.org](http://www.nmwclub.org).