

**LIGONIER VALLEY ENDOWMENT  
GRANT APPLICATION FORM**

*Application must be complete to receive consideration. This page must be attached to the grant proposal.*

Date of Application: \_\_\_\_\_ EIN Number: \_\_\_\_\_

Organization Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

**ORGANIZATION REPRESENTATIVES**

President/Executive Director: \_\_\_\_\_ Phone: \_\_\_\_\_

Email address: \_\_\_\_\_ Treasurer: \_\_\_\_\_

Phone: \_\_\_\_\_ Email address: \_\_\_\_\_

Address: \_\_\_\_\_

Amount Requested: \$ \_\_\_\_\_ Total Project Budget: \$ \_\_\_\_\_

**TYPE OF REQUEST (please check category)**

Special projects in such areas as health, education, environment, recreation, the arts and civic endeavors

Seed money for start-up costs (new program or planning)

Equipment or facility needs

Specialized or technical research

Grants to capital campaigns with specific goals

Other extraordinary situations with details defining the circumstances

**REQUIREMENT FOR APPLICATION**

- Grants can be made only to an organization having tax exempt status under Section 501c3 of the Internal Revenue Code.
- Projects must benefit and/or service the communities and residents within the geographical boundaries of the Ligonier Valley School District.
- Grant requests are considered on a quarterly basis by the Board of Governors of The Ligonier Valley Endowment. Requests must be received at the Endowment Office before the following dates:

**1st Quarter: January 9**

**2nd Quarter: April 10**

**3rd Quarter: July 10**

**4th Quarter: October 12**

**PLEASE INCLUDE THE FOLLOWING INFORMATION WITH YOUR REQUEST**

- A copy of the organization's IRS tax exempt status under 501c3 of the Internal Revenue Code.
- A cover letter giving the date of the organization's board approval for the project and the amount of money requested.

**A. ORGANIZATION INFORMATION**

1. Briefly describe your organization, its purpose, and the governing structure.
2. Explain if other organizations are involved.
3. Please provide latest year-end financial statement of the organization.

**B. PROPOSED PROJECT**

1. Describe the program or project that needs funding:
  - a. Why is it needed?
  - b. Who will be served and how will they benefit?
  - c. How will the community benefit?
2. Describe the steps to implement this project and indicate who is responsible for the overall project.
3. Explain how the success of the project will be evaluated.

**C. BUDGET INFORMATION**

1. Itemize the expenses to be funded by this request.
2. Indicate the entire project budget including the amount requested.
3. Note source of cost estimates; include bids solicited or comparison prices.
4. Identify other sources of funding for this project.
5. Identify financing method to sustain this project.

**D. PLEASE SUBMIT TWO COPIES OF THIS APPLICATION TO:**

**The Ligonier Valley Endowment  
Town Hall  
120 East Main Street  
Suite 6  
Ligonier, PA 15658**

Revised 1/2026