



## Community Impact Grant Letter of Application Guidelines

To apply for a Community impact Grant, please submit a document containing the following information. Character limits include spaces. Please do not include any attachments.

1. Organization Name
2. Grant Contact Name, Title & Email
3. Executive Director Name & Email
4. Organization Address & Phone
5. Organization EIN#
7. Organization Overview (500 character limit)
8. Project Name
9. Project Start & End Date
10. Project Budget (50 character limit): Include 3 numbers – (1) the project total, (2) funds raised/pledged to date to give evidence of other funding, and (3) funds requested from LCF. A very brief budget narrative is optional.
11. Project Description (2,500 character limit): Summarize the project. Describe the purpose of the proposed project, the issues that will be addressed, the significance of those issues, and the impact on the greater La Crescent area. Indicate who will benefit and estimate their number. Describe how your project will expand or complement existing community services, plus any arrangements to collaborate with other organizations. Describe the future sustainability of the project.
12. Proposed Goal (500 character limit): List your primary goals for the project. How will you get there? How will you know it's successful?
13. Mission Alignment (500 character limit): Describe how the project furthers the mission and priorities of the La Crescent Community Foundation.

**REQUIRED: Submit both an electronic and printed copy to the locations below by April 1, 2019.**

Submit electronic copy to: [info@lacrescentcommunityfoundation.org](mailto:info@lacrescentcommunityfoundation.org)

Submit printed copy to:           La Crescent Community Foundation  
  PO Box 170  
  La Crescent, MN 55947