



Dallas County Foundation
2024 Grant Application
Part I – Cover Page

All Sections Must Be Completed to Qualify

Project Title

Applicant Organization's Legal Name as listed with IRS IRS Status: 501(C) (3), or 170(b)

Organization's Physical Address (No P.O.) City, State, Zip Employee Identification Number (EIN)

Name & Title of 1st Contact Person (Required) Phone E-mail

Name & Title of 2nd Contact Person (Required) Phone E-mail

Name & Title of Fiscal Agent Contact Person if different than 1st Contact Person. (Required)

Physical Address of Fiscal Agent Contact (Required) Phone E-mail

Total cost of Project \$ Total requested from DCF \$
Matching Funds and In-Kind Funds \$ must be at least 25% of the total cost of the project.
Dallas County Population Served (estimated number)

Type of Request: (Select one) Capital Base (the building of or physical improvement of something)
Special Project

Project Focus Area: (indicate as many as apply to your project)
Art/Culture/Humanities Education Health
Public/Society Benefits Environment/Animals Human Service

Have you received funding from us before? Yes No
If Yes, what year was the previous award received?
If Yes, has an Evaluation report been submitted? Yes No
If Yes, when? If No, you are not eligible to apply until the Evaluation report is submitted.

**1. In no more than three sentences describe your organization. (550 Characters Maximum)**

**2. In no more than three sentences describe the project for which you are requesting funds. Explain what exactly the requested funds would be used for. (550 Characters Maximum)**

## **Part II: Grant Application Form**

### **1. Tell Us Your Story**

There are three parts to this section. You have one page to write about your project describing:

- Your goals and objectives
- Need, benefits, and support for your project, and the
- Population numbers that will benefit from your project. *(4500 Characters Maximum)*

2. List other resources or partners assisting with your project, including funds applied for and/or secured.  
***Matching funds and/or in-kind resources are required. (1450 Characters Maximum)***

3. How will you recognize Dallas County Foundation and/or Grow Greene County for the funds?  
*Examples: Newspaper Articles, Invite to Ribbon Cutting, Social Media. (2750 Characters Maximum)*



### Part III: Applicant Board Approval

Board Approval from applicant Organization:

We approve submission of this grant request and certify that the purpose of this request is charitable and that money received from the Dallas County Foundation and/or Grow Greene County will be used solely for the project stated in this application.

\_\_\_\_\_  
*Signature of Board Chairman*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Printed name of Board Chairman*

### Part IV: Attachments Checklist

Place attachments in the following order:

1. A copy of the IRS Letter of Determination **OR** signed Letter of Intent to Act as the Fiscal Agent If an applicant is not a 501(c) (3), (5) or (6) or 170(b).  
*Examples of "Letter of Determination" or "Letter of Intent" can be found online.*
2. A current list of Board of Directors and City Council Members.
3. Other items such as bids, estimates, diagrams, and proposed drawings.

*The DCF grant committee reserves the right to request a copy of the Organizational Budget and Balance Sheet, a copy of the most recent audit, financial statement or tax return (IRS 990) of the requesting entity.*

### Part V: Submission of Grant *(A total of 7 completed and identical copies must be submitted.)*

**Do not** put the applications in binders or folders.

**Submit to:**

**By Mail:**

Dallas County Foundation  
Attn: Grant Committee  
P.O. Box 46  
Adel, IA. 50003

**Drop Off**

Lincoln Savings Bank  
Attn: Tim Canney  
312 Nile Kinnick Dr.  
Adel, IA. 50003

**Hrs. 8:30 – 5:00 M – F  
(4 – 5 PM Drive-thru Only)**

**Drop Off**

Raccoon Valley Bank  
Attn: Melissa Landon  
1202 2<sup>nd</sup> St.  
Perry, IA. 50003

**Hrs. 8:30 – 4:30 M – F  
9:00 – 12:00 Saturday**

or

**Application Deadline: Thursday, February 1, 2024**

**Completed application must be received by the February 1, 2024 deadline to qualify.**

Funds will not be available until May of the grant year and must be used within a twelve month timeline.

A post Evaluation Form **must be submitted within 12 months** of receiving DCF money. The evaluation form can be found on our website: [www.dallascountyfoundation.org](http://www.dallascountyfoundation.org).