

Hiram Community Trust Grant Application – 2014

Please read the Hiram Community Trust Guidelines for Grant Applications before completing application.

Grant Submission Instructions

Proposals must be signed by an appropriate authority and are due to the Hiram Community Trust Board by **April 4, 2014**. Awards will be announced by May 16, 2013. Hiram Community Trust grant funds are available for projects beginning or after July 1 of the application year.

Submit proposals by fax or mail to:

Hiram Community Trust
c/o Matt Sorrick
11715 Garfield Rd., PO Box 67
Hiram, Ohio 44234

For questions, contact Matt Sorrick:

Phone: 330.569.6003
Email: sorrickmw@hiram.edu

Contact Information

Organization Name			
Address			
Phone			
Email			
Grant Administrator			
Address			
Phone			
Email			

Project Overview

Project Title			
Beginning Date		Ending Date	
Project Location			
Audience/Participants			
Project Abstract	Briefly summarize your project (type in this box)		

Prior to completing Sections A through E below, read “Hiram Community Trust Guidelines for Grant Applications” for a description of proposal requirements.

A. Project Description

The project description must include an explanation of each of the following:

- the philosophy and rationale
- the design and implementation
- how the project serves the Hiram community at large and how it promotes a spirit of cooperation
- the audience and participants
- publicity efforts
- existing support and experiences
- continuation or follow-up plans
- the evaluation process

PROJECT DESCRIPTION

Type in this box

B. Budget

Complete the budget spreadsheet

EXPENSES	CASH	IN-KIND
Contracted Services (list below) •		
Supplies & Materials (list below) •		
Equipment Rental / Purchase (list below) •		
Transportation / Travel Expense (list below) •		
Other		
(A) TOTAL CASH EXPENSES		

INCOME	INCOME
Earned Income (ticket sales, etc.) •	
Other Sources of Income (list below) •	
(B) TOTAL INCOME	

(C) GRANT AMOUNT REQUESTED This amount should be equal to (A) minus (B)	
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1. Please attach a copy of your contract for any services grant funds will be used to support.
2. Funds provided under the terms of these grants should be used in the most effective way possible. Where appropriate, applicants should obtain competitive bids.
3. Only in-kind expenses directly related to the project may be used as part of your budget.

C. Support

Include letters of support which document donation of in-kind goods and services, and/or demonstrate support and cooperation of organizations which will benefit from the project.

D. Additional Information

Applicants must submit additional information related to the type of project that is being proposed (see Section V, Part D of the Guidelines for Grant Applications for details).

E. Certification

I hereby certify that I am responsible for the coordination and completion of the project described in this application.

Signature of Grant Administrator	Title	Date

I have reviewed this grant proposal and hereby certify that this project has the full support of this organization

Signature of Administrator or Supervisor	Title	Date

