

Hampton Lake Tiger Bass Race Charitable Fund Grant Proposal

The Hampton Lake Tiger Bass Race Charitable Fund (HLTBRCF) was created to assist individuals in the greater Bluffton SC area and reflects the commitment and generosity of the residents of the Hampton Lake Community.

The HLTBRCF is administered in partnership with the Community Foundation of the Lowcountry (CFLC), a not-for-profit 501(c)(3) organization.

General Grant Guidelines:

The HLTBRCF will consider grant applications using the following general criteria:

- The grant addresses a current need in the Greater Bluffton SC area.
- The grant will have a major impact on addressing the current need.
- The project is creative and innovative and does not duplicate other efforts.
- The grant demonstrates a strengthening of or is in keeping with the organization's mission.
- The applying not-for-profit organization is a legal South Carolina 501(c)(3) entity located in the Greater Bluffton SC area.
- Eligible charitable organizations should be focused on health, education, social services, community services, ecology, animal services, and any other services that benefit the general Bluffton SC community.
- HLTBRCF will not consider funding scholarships, fellowships, or tuition support or programs involving a religious orientation or teachings or political organizations.
- HLTBRCF does not make grants to individuals, endowment campaigns, annual appeals, membership drives or other fund raising costs, such as salaries for individuals or groups when travel is the primary focus.
- HLTBRCF does not make grants for administrative costs, such as salaries other than direct program costs, and other overhead, staff training, or marketing and advertising.
- Based on the current resources of the HLTBRCF, we do not envision making grants in excess of \$15,000.

All grant awards are subject to approval of the Community Foundation of the Lowcountry.

Grants will be monitored and evaluated at least annually and six month progress reports will be required.

Make sure that your completed grant application includes all the required information listed below:

- Completed Grant Application Form
- Completed Project Narrative
- Budget Narrative
- Completed Financial and Other Information
- List of your Board of Directors

Be sure to save your completed application in a new document for your files:

1. Right-click on the link to the document.
2. Select "Save File As" a new document.
3. Save the document to your hard drive. You may want to make a note of where you saved it.

Please submit your completed Grant Application package (including all supporting documentation) no later than June 30, 2019 to lvargasprada@cf-lowcountry.org or mail to Leslie Vargas-Prada, Community Foundation of the Lowcountry, Post Office Box 23019, Hilton Head Island, SC 29925. If you have questions, contact Leslie at 843.681.9100



Tiger Bass Race Charitable Fund Grant Application
June 30, 2019



Organization Information

Organization Legal Name DBA (if applicable)

Mailing Address

City ST ZIP

Telephone Fax

Website

Contact Name

Telephone Email Address

Organization's Mission Statement

Chief Executive of the Organization Name

Telephone Email Address

Date of Incorporation State of Incorporation

Federal Employer Identification No (EIN)

Organization's Total Current Budget

Number of Full Time Staff Part Time Staff Volunteers

If any of the above is not included, please explain why.

By submitting this grant application, and subsequent acceptance and issuance of a grant from the Hampton Lake Tiger Bass Race Charitable Fund, the applicant organization agrees to disclose the source of the funds received in all communications and advertisements distributed to its membership and the general public.

Also, the application organization agrees to provide one member of its organization to be a member of the current year Tiger Bass Race Committee, and provide general support to the success of the event either as providing participants and/or volunteers.

Applicant Signatures:

Organization's Officer (Print Name)

Board Chairperson (Print Name)

Organization's Officer (Signature and Date)

Board Chairperson (Signature and Date)

Please describe your project in detail using no more than one printed page.

Address the following issues in your Project Narrative:

1. How does your project complement and support the mission of the Hampton Lake Tiger Bass Race Charitable Fund?
2. What do you plan to do and how does this advance your organization's mission?
3. Why is the need important and why is your organization addressing it?
4. How do you plan to implement your project? Please include a timetable, number of people that will be served by the project, the names of partnering organizations and the amount of staff and volunteer time that will be devoted to the project.
5. How do you plan to maintain and continue the project? Do you have other funding sources or future funding sources identified?
6. How will you know if your project is successful? What criteria will be used, what methods and schedule will be used for measuring success and who will assess the project results?

In addition to the Project Narrative, please provide a Project Budget Narrative, including all cost elements, the expected timing of expenditures and the expected completion date.

Provide a Project Budget Summary or Excel Spreadsheet that includes the following information:

1. List each major expenditure component of the project and associated costs for each (for line items in excess of \$250).
2. Itemize the HLTBRFCF grant request by assigning grant dollars to each component.
3. Estimate the number of people in the greater Bluffton area who will benefit from this project or individual components of the project.
4. If the HLTBRFCF grant does not cover the entire cost of the project, indicate the source, amounts and status of supplemental funding.

Project Narrative

Financial Narrative

Please indicate whether the applicant organization is a member of the Community Foundation of the Lowcountry "The Giving Marketplace" Program. YES NO

Provide a listing of your organization's current Board of Directors. This listing must include their name, address, telephone number, other business affiliations and their current term of office.