

General Grant Application (Requests over \$500)

Raibrook Foundation

ORGANIZATION INFORMATION

A. Does Your Organization Serve Door County, Wisconsin?*

Choices

Yes

No - Your organization is NOT ELIGIBLE

B. Nonprofit Status/Government Status*

ELIGIBLE NONPROFIT organizations must submit the appropriate documentation:

- **501(c)(3) nonprofit** (Submit IRS Determination Letter)
- **School** (Submit Proof of Government Status on School Letterhead)
- **Government Unit** (Submit Proof of Government Status on Agency Letterhead)

NOTE:

NOT ACCEPTABLE - Wisconsin Sales Tax Exemption Letter

Upload IRS Letter or Government Status Letter Below

File Size Limit: 9 MB

PROJECT INFORMATION

C. PROJECT NAME*

Name of Project

Character Limit: 100

D. PROGRAM AREA*

Select one category that BEST describes your project.

Choices

Education

Recreation

History

E. PROJECT DESCRIPTION & DESIRED IMPACT*

Briefly describe the NEED or OPPORTUNITY that your project / activity addresses and WHO will benefit. Include in-kind, donated items or volunteer hours here. Click for In-Kind definition.

Character Limit: 2000

FINANCIAL INFORMATION - PROJECT BUDGET

F. PROJECT BUDGET*

INSTRUCTIONS:

****Click for CRITICAL REMINDER****

For accuracy, stop & complete the Project Budget Form at this stage before proceeding with the remaining application.

1. Download the [Project Budget Form](#).
2. Collect project cost estimates. (e.g. vendor quotes from sources such as Home Depot, Amazon, Walmart)
3. List all project costs.
 - o **NOTE:** You may group similar items together as a single entry. (e.g. list various book titles under "Books")
4. Assign a reference number to each estimate to match the item listed on the project budget.
5. Complete the project budget and upload below.

[Instructions: How to Complete & Upload the Project Budget](#)

Project Budget Upload / EXCEL ONLY

File Size Limit: 3 MB

G. PROJECT ESTIMATES UPLOAD*

- Combine all project budget estimates into ONE FILE and upload below.

[Instructions: How to Upload Project Estimates as ONE FILE](#)

Estimates Upload:

File Size Limit: 3 MB

H. TOTAL PROJECT COST*

- Refer to the Project Budget form.

Enter Project Total (Yellow Box):

Character Limit: 20

I. COMMITTED FUNDS / ALLOCATED FUNDS*

- Refer to the Project Budget form

(NOTE: Committed Funds/Allocated Funds cannot be \$0)

Enter Committed Funding Total (Red Box):

Character Limit: 20

J. GRANT REQUEST TOTAL*

- Refer to the Project Budget form.

Enter Grant Request Total (Green Box):

Character Limit: 20

ADDITIONAL PROJECT DETAILS

K. PROJECT STATUS*

- Has any part of the project been started? (i.e. ordered items, signed contracts)

If yes, provide details below:

Character Limit: 100

L. USE OF FUNDS TO DATE

- Has any money been spent on the project so far? (i.e. deposits paid)

If yes, provide details below:

Character Limit: 100

M. BUDGET PRIORITIES*

- Are any items in the project budget a higher priority than others?

Explain Below:

Character Limit: 100

N. CONTINGENCY PLAN*

- What is your plan if the project receives partial funding or no funding?

Explain Below:

Character Limit: 100

O. SUPPORTING DOCUMENTS - OPTIONAL

- If applicable, include any additional information, literature, or photos relevant to your grant request.

Upload ONE FILE (10-page limit)

File Size Limit: 8 MB

P. ELECTRONIC SIGNATURE REQUIREMENT*

Certification Statement

By signing below, I certify that:

- I am authorized to submit and sign on behalf of my organization.
- The information provided above is true, accurate and complete.
- The organization's federal tax-exempt status is active, and its operations and sources of support remain consistent with the IRS determination letter.
- If awarded funding, the organization will comply with all applicable terms, and the grant funds will be used solely for the purposes outlined in this application.
- The organization agrees to submit paid receipts to document the proper use of grant funds.
- The electronic signature below carries the same legal validity as a hand-written signature by the organization's authorized representative.

Authorized Signature/ Title:

Character Limit: 100