

# Coulee Region Cooperative Community Fund Grant Application Guidelines



*The Coulee Region Cooperative Community Fund (CRCCF) was established by the People's Food Cooperative in 2003, with the specific mission of providing supplemental or project-specific funding to local non-profit organizations that have missions that are consistent with the goals of the People's Food Cooperative, Bluff Country Co-op and Viroqua Food Co-op.*

*Priority will be given to grant requests for educational projects, developmental projects, and events that have a focus on, but are not necessarily limited to*

- *Food and Food Systems*
- *Nutrition*
- *Health and Well Being*
- *Sustainable Agriculture*
- *Cooperative Education*
- *Social Change*

*People of color, women, and members of other protected groups are strongly encouraged to apply.*

## **Instructions:**

Applications should be typed or printed legibly in black or blue ink.

Please use the Application Form (Page 2) as the cover to your request.

Responses to questions in SECTION I and SECTION II should be no longer than three (3) pages.

*Please attach a copy of the Internal Revenue Service determination letter indicating the 501 (c)(3) status of your organization.*

Also attach any relevant information about the organization, such as marketing materials, letters of support, and financial statements relevant to the application.

Applications must be received by Friday April 15, 2011, at 5 pm. Mail applications to CRCCF Grant Committee, c/o Bluff Country Co-op, 121 W 2<sup>nd</sup> Street, Winona, MN, 55987.

Grants will be announced on June 1, 2011; applicants will receive a written decision at that time. Questions about the grant process can be directed to Lizzy Haywood, Bluff Country Co-op General Manager, at 507.452.1815 or via email to [liz@bluff.coop](mailto:liz@bluff.coop).

**Coulee Region Cooperative Community Fund  
Grant Application**



Name of Applicant Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person / Title: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Tax Exempt No. \_\_\_\_\_

Email Address: \_\_\_\_\_

Amount Requested: \_\_\_\_\_

Has your organization adopted a policy stating that the organization does not discriminate on the basis of age, race, religion, gender, marital status, sexual preference, disability or national origin? YES\_\_\_ NO \_\_\_

Check all categories to which your request applies.

- |                             |                               |
|-----------------------------|-------------------------------|
| _____ Food                  | _____ Nutrition               |
| _____ Health/ Well Being    | _____ Sustainable Agriculture |
| _____ Cooperative Education | _____ Social Change           |

List the current funding sources for your organization and provide two (2) contact names and phone numbers that we may contact as references.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Executive Director

\_\_\_\_\_  
Date

## **Coulee Region Cooperative Community Fund Grant Application (continued)**

### SECTION I

1. Outline your project or program and explain specifically how the requested funding will be used. Include information about the scope of the project or program, including total funding costs. List all other sources of real or potential funding for this project or program and a projected completion date.
2. Briefly describe the intended outcomes of the proposed project and projected benefits to people, the organization, or the community as a result of the project.
3. What information will be collected to measure the effectiveness of the project? How will it be collected?

### SECTION II

4. What are your organization's qualifications for administering this project?
5. Include a brief history of the organization and how it is governed.
6. Describe any of your organization's past projects/programs that have helped to serve our community at a grassroots level.

### SECTION III

7. Required success report. Organizations that are awarded grants by the CRCCF are required to provide a 12-month follow-up success report summarizing the outcomes of the project/program and evaluation results (see Steps 2 and 3 above). These materials will be used to further promote awareness, recruit other potential grant applicants, as well as raise funds for the CRCCF.