

# GPCF Instant Impact Grant

## **GUIDELINES**

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Nonprofit organizations (501(c)(3)) or public entities are eligible to apply for the GPCF Instant Impact Grant at any time if they are located in or provide services within a particular community or the unincorporated areas of Poweshiek County. Priority will be given to new grant projects (not previously reviewed by PCA) that are innovative and/or collaborative and provide cultural, educational, recreational, wellness support, community enhancement, and/or support for physical and mental health care. The GPCF Instant Impact Grant maximum request is \$1,000. Applications for general campaigns are not accepted.

Every organization approved for a grant will be required to:

- Sign a Grant Agreement,
- Submit a Grant Report within three months of grant award (see report details below),
- Acknowledge Greater Poweshiek Community Foundation in all project marketing materials and press releases, and
- Submit a W-9 <http://www.irs.gov/pub/irs-pdf/fw9.pdf>

## **GRANT REPORT**

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If funded you will be required to answer the following questions at project completion:

1. What were your achievements as they relate to the goals and objectives of the project?
2. List the number of adults/youth served as a result of the project.
3. List the agencies or groups with whom you collaborated to make this project happen. Explain how they were involved.
4. Project budget – Include an expense sheet for the project detailing how funds were expended including receipts; include an income sheet for the project including donations received from other groups, individuals and organizations, any in-kind gifts and services the project received (these are encouraged and it is hoped that the grant will serve as the impetus for additional support).
5. Future plans for the project – Do you plan to continue the project?
6. Is there a balance left at the time of the report? If so, you may make a request for a continuation of time to expend the grant monies. Please indicate how you plan to expend the balance and give a time line.
7. Please include at least one photo or press release to demonstrate the project's success.

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