MONMOUTH INDEPENDENCE COMMUNITY FOUNDATION

COMMUNITY FUND GRANT APPLICATION

The primary purpose of Monmouth Independence Community Foundation is to provide financial support for educational programs and scholarships for the youth residing within the Central 13J School District. A secondary purpose of MICF is to serve the Monmouth Independence community through our Community Fund Grant, which supports Arts & Culture, Children & Youth, Community Development, Environment, and Health & Wellness activities with one or more awards each year.

For calendar year 2026, Grants awarded through the MICF Community Fund will not normally be less than $1,000 nor more than $5,000. Applications for the MICF Community Fund Grant may be submitted during two grant application periods: February 1 – March 1 (the Winter Application Period) and August 1 – September 1 (the Summer Application Period). Applications will be evaluated at the end of each award period and awards will be made until all funds allocated for the calendar year have been awarded to successful Grantee Organizations. Terms and conditions for each award period are provided below. Terms and Conditions for successful Grantee Organizations are provided at the end of this application.

Eligibility:

- Grant proposals must come from a local 501(c)(3) or 501(c)(4) nonprofit organization, local government agency, an organization that has registered as a domestic non-profit with the Oregon Secretary of State, or an organization with a qualified fiscal sponsor.
- Grant proposal must primarily benefit residents of the Monmouth Independence community.
- Organization must conduct business without discrimination on the basis of race, religion, gender, sexual orientation, age, marital status, disability, or national origin.

Activities likely to be favored:

- Provide substantial benefit to the community, with a strong connection between the organization and the population to be served
- Produce meaningful, measurable results, and provide a plan to measure results
- Build self-sufficiency and help attract additional funds and resources for the participants or organization
- Assist with or promote collaboration among nonprofits to minimize duplication
- Are proposed by organizations demonstrating sound financial practices, with strong staff and volunteer support

Activities not likely to be supported:

- Annual campaigns, endowment funds, fundraising events
- Religious purposes
- Lobbying or political activities
- Debt repayment or event taking place before MICF grant is awarded
- Expectation for MICF to be sole grant funder or expectation to repeat grant awards in successive years

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(Use of additional pages is allowed. Clearly note which section is being addressed on additional pages.)

Name of organization requesting funds: _____

Federal Tax ID (EIN)_____

Please check one. Are you a:
☐ A 501(c)(3) public charity
☐ A local government agency
☐ An organization that has registered as a non-profit with the Oregon Secretary of State
☐ An organization with a qualified fiscal sponsor
☐ Other (explain) _____

Have you reviewed the requirements for this grant program? ☐ Yes ☐ No

Are you authorized by this organization to submit a grant application and review its application history? ☐ Yes ☐ No

Purpose of Organization/Mission Statement: _____

Name of Project/Event: _____

Description of Project/Event (500 words maximum):_____

_____

_____

_____

Who will benefit from the Project/Event? _____

How will the community benefit from the Project/Event? _____

Amount requested: _____

Description of need: _____

How will the project be funded, in addition to Community Fund Grant funds: _____

_____

Description of financial and volunteer support: _____

How will success of Project/Event be determined? _____

Name of individual/representative completing application: _____

Contact information (Address/email/phone number) _____

_____

URL or web address of Organization: _____

Please attach two letters of support.

Please attach your budget for the Project/Event.

TERMS AND CONDITIONS FOR SUCCESSFUL GRANTEES

Completed applications and all required attachments must be received by MICF no later than 11:59 PM on March 1 for the Winter Application Period or September 1 for the Summer Application Period. The Community Fund Grant Committee will evaluate applications received during the 30 day period immediately following each deadline, and will notify all applicants of the status of their applications within 45 days of the application deadline.

Successful Grantee Organizations will receive funding as a direct grant from the Monmouth Independence Community Foundation ("MICF"). In order to accept a grant and receive payment, successful grantees must complete the Grantee Agreement Section of the Award Letter and return it within two weeks.

Under the terms of the Community Fund Grant Program (the "Program"), at the end of the grant period successful grantees are required to report on results, complete a financial statement detailing how funds were used and provide photographs of the completed project (if applicable). For grants covering a time period of more than three months from award to completion, an interim report on results and financial statement may be requested by MICF's Community Fund Committee. Successful grantees are required to submit a final report on results and financial statement within three weeks of completing your project.

If additional time is needed to complete an approved project, or modifications are requested, successful grantees must make the request in writing to the President of MICF. Extension and modification requests are reviewed on a case-by-case basis and are not automatically granted.

Successful grantees must submit interim or final project reports and attachments by email to MICF. If a grantee is unable to complete the awarded project or does not comply with the requirements regarding reporting results at the end of the grant period, the grantee may be required to repay some or all of the funds awarded and may be disqualified from receiving future MICF Community Fund Grants.

Any grant funds received from the MICF that are not used for the originally approved grant purposes must be returned to the MICF within one year of the original award.

Additional terms under the Program include:

- Successful grantee organizations agree to promptly respond to status requests from MICF.
- Successful grantee organizations agree to maintain records of grant expenditures and make such records available for review by MICF or their appointed agent.
- Successful grantee organizations authorize MICF to use and publish images and descriptions of completed MICF Community Fund Grant projects for fundraising and publicity purposes, and release MICF from any and all liability and claims.
- Successful grantee organizations agree to cooperate in production and publication of news releases related to the MICF Community Fund Grant Program.
- Successful grantee organizations agree to publicly recognize support from the MICF when announcing or otherwise publicizing the awarded project.

Successful grantee organizations that do not hold IRS tax-exempt status at the time a grant is awarded, according to IRS guidelines, may be considered to receive taxable income. A Form 1099-MISC will be issued to successful grantee organizations that are not 501(c)(3) organizations.

Please complete and email this Grant Application for the MICF Community Fund Grant to: info@mifoundation.net. Alternatively, you may mail to: MICF, PO Box 84, Monmouth, OR 97361.