

**John and Helen Barnes Community Fund  
Grant Application**

This application is intended to assist both the applicant and the John and Helen Barnes Community Fund (JHBCF) Committee to improve and/or enrich Linn County residents' lives and communities. The JHBCF Committee designed this form to collect general information needed to evaluate each application. The more information provided by the applicant describing the project and its improvement or enrichment to Linn County residents' lives or communities, the more helpful it will be to the Committee. Applications will be accepted through November 1<sup>st</sup>.

Date of Application \_\_\_\_\_

Organization Name (Please Print) \_\_\_\_\_

Contact Person \_\_\_\_\_

Cell phone \_\_\_\_\_ E-mail \_\_\_\_\_

Preferred method of contact:  cell phone - Best time to contact \_\_\_\_\_  Email

Type of Applicant:     Service                       Medical Provider  
                                  Educational                       Religious  
                                  Government                       Recreational  
                                  Other \_\_\_\_\_

Please confirm your organizational status:             Nonprofit

Total Cost of Project \_\_\_\_\_

Amount requested from the John and Helen Barnes Community Fund \_\_\_\_\_  Grant     Matching

Attach to this form the following information:

1. A narrative describing the project including the start and completion date.
2. Describe how this project will improve or enrich Linn County residents or communities.
3. Attach any plan, studies or other documents that pertain to the purposes of this application.
4. A statement listing any other financial means that will be used to fund the project as described.
5. An overall statement that will explain why this grant should be approved and what will happen to the project if the grant is not funded in total or in part.
6. Mail or email the completed form no later than November 1 to:

**John and Helen Barnes Community Fund  
C/O Mound City United Methodist Church  
P. O. Box 176    Mound City, KS. 66056  
Email to: klcswrn@gmail.com**

An application will be considered incomplete if the above-mentioned information is not addressed

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Signed

Title

**The John and Helen Barnes Community Fund**  
*“for the enrichment or improvement of Linn county residents and communities”*

**Grant Guidelines**

1. The grant funds must be used for the project outlined in the grant and as approved by the selection committee.
2. A written progress report shall be submitted to the JHBCF Committee within six months from the date of the receipt of the grant funds outlining the progress and/or success of your project.
3. The JHBCF Committee is to be notified of any material or significant changes in the details of the project as outlined in the application and approved by the JHBCF Committee.
4. Should the funds be unable to be used for the project within one year from the date of the receipt of the grant, the funds shall be returned to the John and Helen Barnes Community Fund.
5. If you were a previous grant awardee, please provide a written report of the use of funds that you were granted in a previous year. Include the grant amount received, the type of organization and the number of people served, how the community was enriched or improved, and your evaluation of the actual event compared to your initial proposal in the grant application.
6. Awardees will be notified by Dec 15<sup>th</sup> and funds distributed by Dec 31. Grants or matching grants up to \$7,500 may be requested for the 12/31/2021 distribution.