

**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 1st.

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 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
Or
Email to: klcswrn@gmail.com**

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

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 15th and funds distributed by Dec 31. Grants or matching grants up to \$6,000 may be requested.