



2020 GIVEORCAS HOLIDAY CATALOG APPLICATION FORM

DEADLINE: FRIDAY, NOVEMBER 6TH, 2020

OICF's mission is to "foster philanthropy to enhance the quality of life on Orcas Island." OICF's GiveOrcas Annual Grant Program, together with our Holiday Catalog, is one way we try to build awareness about the good work you do in our community, and raise funds to support your programs.

IMPORTANT UPDATES TO THE OICF 2020 GIVEORCAS GRANT PROCESS

Requests should be no greater than \$10,000; if you have needs that require more funding please contact OICF to discuss. All applications will be considered. However, with 100+ nonprofits serving Orcas, not every organization can be included in every cycle. Our hope is to strengthen as many organizations as possible.

OICF will consider applications that cover part of a nonprofit's critical or general operating funds. OICF wishes to help nonprofits become healthy, effective, and efficient—and be good stewards of community resources. We will likely not consider multiple requests from one organization in the same cycle, unless your organization serves as a fiscal sponsor for program(s).

All application questions have a 1000 character limit. Please stay within this limit and remember that an OICF Grants Committee member will call you and you'll be able to elaborate on the details of your request at that time if needed.

CHECKLIST

- Attend GiveOrcas Workshop via zoom on Wednesday, October 28th from 4-5:30 PM to ask questions and learn about updates to this campaign cycle.
- Completed Word.doc application, saved as pdf (this form)
- Completed online application (link from www.oicf.us), including an image
- Submit both this application and the online catalog submission by 5 PM on November 6th, 2020

QUESTIONS

Contact Kate Long at OICF: 360-376-6423 or kate@oicf.us.

ALL GRANT APPLICANTS COMPLETE:

PROJECT/PROGRAM DESCRIPTION

Give a brief description of your grant project. Describe the demographics and numbers of people who will be served by this project. Include a timeline. Max answer length: 1000 characters.

NEED/PROBLEM STATEMENT

What is the community need/problem your project seeks to address? Do you work with others in your sector? Max answer length: 1000 characters.

COST/BUDGET

Describe total project costs, and what portion is to be covered by the OICF grant requested. Include non-cash contributions (e.g. volunteer labor, in-kind contributions, etc.). Describe what other funding is being sought or has been received for this project. Is your request for operating expenses? Yes/No
Max answer length: 1000 characters

PROJECT APPROVAL

Has this organization's governing board approved this project? Check one: Yes/No

List name and email of Board President:

** Please submit this completed application as a pdf when you submit the online portion of the GiveOrcas Holiday Catalog application (link at www.oicf.us),. ** **DEADLINE: FRIDAY, NOV. 6, 2020**

NEXT STEPS: A CALL FROM OICF GRANT COMMITTEE MEMBER

A member of the OICF Grant Committee will contact you during the week of November 9-13. They will have read your application materials and will answer questions you have about this year's campaign. This is a time to share with OICF your passion and inspiration for the work you and your organization do in our community. They will confirm:

- Your request makes sense and has a likelihood for success.
- The amount requested is appropriate for this grant cycle (last year's average was \$4020/grantee).
- Your organization has a plan should you receive partial funding for this request. (You must honor donor intent even if you do not reach full funding.)
- If this project is a collaborative effort, the application includes supporting letters from participating nonprofits and agencies.
- If this project is through a Fiscal Agent (i.e. a nonprofit is sponsoring your project) the application includes a signed "Fiscal Agent Sponsor Agreement." (see OICF website).

In addition, the committee member will make a recommendation for your request to appear in one of two categories in the 2020 Holiday Catalog: "Season of Joy" or "Essential Services."

REPORTING GUIDELINES

All reporting requirements are included with the letter of notification; grant reports are due in October 2021.