



Grant Application Details

Community Grants:

The Immanuel Vision Foundation (IVF) annually awards community-related grants in the spring. The IVF will accept community-related grant applications **February 1-March 31, 2021**. Applications must be received or postmarked no later than March 31, 2021. Applications submitted or postmarked after March 31, 2021 will not be considered. Notification of all community-related grant decisions will be sent by US Mail no later than May 31, 2021.

The grant application process for all grant applications submitted consists of four sections. Each item below is a required element to consider an application complete. Please use the following as a checklist. Applications that are missing any of the items listed below will not be considered.

1. General Information

- a. Organization
 - Organization's name, address, phone number, email address and website
- b. Contact
 - Name, title and contact information of the CEO/President/Executive Director
 - Name, title and contact information of the primary staff person responsible for this grant project/program
- c. Request
 - Amount requested
 - Total cost for this program/project
 - General total of current funds already available for this grant project/program
 - Applicant's current total annual budget
- d. Please indicate (Yes or No) whether Applicant, or any of its affiliated organizations, provide goods or services to any Immanuel organization in Nebraska or Iowa (e.g. Immanuel Pathways, Immanuel Long Term Care or Immanuel Communities).

If "Yes," please describe the goods or services provided and the mechanism by which the Applicant is compensated (e.g. hourly pay for services, a set amount per referral, a fee per service rendered, a flat amount each month, etc.).

A potential conflict does not eliminate an Applicant from consideration. The above information is important in evaluating the applicability of potential State and Federal laws (e.g. the Anti-Kickback Statute, 42 U.S.C. 1320a-7b).

2. Program Proposal (two page maximum)

- a. Describe the Applicant's mission (in detail) including the population it serves, its geographic area of operation, current programs and related activities.
- b. Describe the project/program for which the Applicant seeks funding. Include needs, objectives, timeline, as well as service areas and/or population to be served.
- c. Explain how this project/program will contribute to Applicant's overall mission.

- d. Describe any future plans for this project/program.
- e. Describe Applicant's project/program evaluation process.

3. Financial Information

- a. Detailed budget for the proposed project/program.
- b. List of grants and funding commitments received to date for this project/program. Include sources and amounts secured.
- c. Applicant's two most recent annual reports.
- d. Applicant's two most recent year-end balance sheets and financial statements.
- e. Applicant's two most recent financial audits, if required. If your organization's size does not require/warrant a formal audit, Applicant shall provide the most recent internal financial report.
- f. A copy of Applicant's most recently filed Form 990, if required by IRS guidelines.

4. Additional Attachments

- a. A copy of Applicant's current 501(c)(3) IRS Letter of Tax-Exempt Determination.
- b. A copy of Applicant's current IRS Form W-9.
- c. A current list of Applicant's board members including their board position and employer.
- d. Contact information for three individuals knowledgeable about this project/program, but not directly affiliated with the Applicant organization.

Completed application and supporting documents must be submitted in hard copy format and mailed to:

Immanuel Vision Foundation
1044 North 115th Street
Suite 500
Omaha, Nebraska 68154

Please Note:

- Funds received from the Immanuel Vision Foundation are limited in use for the intended purpose of the grant.
- Scheduled site visits may be made to organizations that have submitted complete proposals. This does not guarantee funding.
- Incomplete applications may not be considered by the Immanuel Vision Foundation. It is important to make sure that all items listed above are included in the application packet. Failure to include all items may eliminate Applicant from future grant consideration.