



Spring 2023 Application Checklist

This checklist details the questions and documents needed to apply for a Spring 2023 Immanuel Vision Foundation grant. *It is for informational purposes only.* Grant applications must be submitted online [HERE](#). The grant application will be open from February 15 to March 15, 2023. An application must be submitted by 11:59 pm on March 15th to be considered for funding.

Request

Project/Program Name* (*character limit: 75*)

Organization Focus*

What service area, population or community need is primarily served by your organization?

Project/Program Focus*

What service area, population or community need is primarily served by this proposed project/program?

Project/Program Impact*

How many individuals do you anticipate serving through this proposed project/program?

Requested Length:*

Please select if your organization is requesting a single-year or multi-year grant.

Amount Requested:*

Amount requested may not exceed \$40,000 annually. If you are submitting a multi-year grant request, please indicate your requested annual amount.

Total cost for this project/program:*

For multi-year requests, please indicate the project/program cost for the initial year only.

Current funds available for this project/program:*

Organization's current overall annual budget:*

Potential Conflict:*

Please indicate (Yes or No) whether your organization, or any of your 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). A potential conflict does not eliminate an organization from consideration.

If Yes: Please describe the goods or services provided and the mechanism by which your organization is compensated (e.g. hourly pay for services, a set amount per referral, a fee per service rendered, a flat amount each month, etc.). This 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). (*character limit: 1,500*)

Project/Program Proposal

Mission & Current Programs*

Explain your organization's mission including the population it serves, its geographic area of operation, current programs and related activities. (*character limit: 3,000*)

Diversity, Equity, Inclusion & Accessibility*

How does your organization proactively promote diversity, equity, inclusion and accessibility in your work internally and externally? (*character limit: 3,000*)

Project/Program Information*

Describe the project/program for which your organization seeks funding. Include needs, objectives, timeline, future plans, as well as service areas and/or population to be served. (*character limit: 3,500*)

Organization's Vision*

Explain how this project/program will contribute to your organization's overall vision. (*character limit: 1,500*)

Program Evaluation*

Describe how you will evaluate this project/program. Include at least two measurable goals. (*character limit: 2,000*)

Additional Information

Optional: If there is any additional information you would like the Immanuel Vision Foundation to know about your organization, or this specific request, you may share it below. (*character limit: 2,000*)

Financial Information

Detailed Project/Program Budget* (*accepted file types: .pdf, .doc, .docx, .xlsx, .xls - size limit: 2 MB*)

Funding Commitment*

Please provide a list of grants and funding commitments received to date for this project/program. Include sources and amounts secured. (*character limit: 2,000*)

2022 Year-End Financial Statements*

If your organization's 2022 balance sheet and P&L are not yet available, please upload your 2021 information. (*accepted file types: .pdf, .doc, .docx, .xlsx, .xls - size limit: 3 MB*)

2021 Year-End Financial Statements*

If you uploaded 2021 information above, please include your organization's 2020 balance sheet and P&L. (*accepted file types: .pdf, .doc, .docx, .xlsx, .xls - size limit: 3 MB*)

Most Recent Financial Audit*

Upload your most recent financial audit, if required. If your organization's size does not require/warrant a formal audit, please upload the most recent internal financial report. (*accepted file type: .pdf - size limit: 8 MB*)

Most Recently Filed Form 990* (*accepted file type: .pdf - size limit: 8 MB*)

Does your organization have an endowment?*

If Yes: what is the current balance of your organization's endowment?*

If Yes: what is the policy regarding access to endowment principal?* (*character limit: 2,000*)

Additional Attachments

501(c)(3) IRS Letter of Tax-Exempt Determination* (*accepted file type: .pdf - size limit: 3 MB*)

IRS Form W-9*

If your organization does not have a current form W-9, it is available on the IRS website. Please ensure you are using the current form (Rev. October 2018) and that it is signed and dated prior to upload. (*accepted file type: .pdf - size limit: 2 MB*)

Board Members*

Please list current board members including their board position and employer. (*accepted file types: .pdf, .doc, .docx, .xlsx, .xls - size limit: 2 MB*)

Optional Additional Attachment

Optional: Please upload your organization's most recent annual report. If you do not publish an annual report and you are interested in sharing more information about your organization, feel free to upload the most recent agency communication (newsletter, email update, etc.) or an impact story. (*accepted file types: .pdf, .doc, .docx, .jpeg, .png, .gif - size limit: 6 MB*)