

The Kiwanis Club of East Lansing Foundation  
Cover Page For Grant Application  
[Approved 1-22-2018]

Date: \_\_\_\_\_

Name of Organization: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Person to Contact: \_\_\_\_\_

(Signature)

(Title)

Printed or Typed Name:

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ e-mail: \_\_\_\_\_

**Grant Purpose:** We ask the Foundation for a grant of \$ \_\_\_\_\_ for the following purpose: (Describe (a) the project that the grant will be used for, (b) the charitable purpose of the project, and (c) the reason(s) why the requesting Organization is asking for the grant. Add additional sheets or attach other documents if necessary)

Number of persons to directly benefit from this request: \_\_\_\_\_ Age group(s) of

those to benefit: \_\_\_\_\_

**Attach, if applicable:**

1. A copy of your IRS Tax exemption determination Letter
2. A detailed budget for this request
3. A copy of the latest available financial report.

**Signatures of 2 Kiwanis Club of East Lansing members (other than Foundation Board members) who are acquainted with this organization:**

(1) \_\_\_\_\_ (2) \_\_\_\_\_

# The Kiwanis Club of East Lansing Foundation Grant Agreement

\_\_\_\_\_ (We)  
Name of Grantee

Grant Project: \_\_\_\_\_

\_\_\_\_\_

In consideration for the receipt of the grant of \$\_\_\_\_\_ from The Kiwanis Club of East Lansing Foundation We agree that:

1. We will use the funds granted by The Kiwanis Club of East Lansing Foundation for the project described in the grant application dated \_\_\_\_\_. This grant is for the twelve month period ending on \_\_\_\_\_.
2. Within 60 days after the close of the grant period we will provide a written report that will include: (a) what was accomplished, (b) a detailed budget report, and (c) documentation about publicity.
3. We will make good faith efforts to publicize this grant in the public media. We will include the following statement in all publicity and/or publications regarding the above referenced project:  
**“This project (organization) is supported through a grant from The Kiwanis Club of East Lansing Foundation”**
4. We understand that a written report will be on file with the Foundation before further grant requests will be considered.
5. Checks should be made to: \_\_\_\_\_

APPROVED

AGREED TO By Grantee

\_\_\_\_\_  
President,  
Kiwanis Club of East Lansing Foundation

\_\_\_\_\_  
Authorized Signature, Title

\_\_\_\_\_  
Secretary,  
Kiwanis Club of East Lansing Foundation

\_\_\_\_\_  
Date

Date: \_\_\_\_\_

**Grant Agreement is to be signed in duplicate, a copy to be given to each party. Attach a copy of the grant application.**

