

## Ak-Sar-Ben Friends Community Grant

### REQUEST FOR PROPOSALS

#### Mission

**“To build a more prosperous Heartland where communities can flourish and every child can succeed.”**

**The Ak-Sar-Ben Friends is a membership-based organization established to work with and support the Knights of Ak-Sar-Ben Foundation. They support \$5,000 in community grants, up to \$1,000 per project, that are distributed to communities throughout Nebraska and Western Iowa.**

#### Eligibility

**Eligible applicants are those defined as any community-based organization which strives to improve their community. The organization’s governing board must approve all applications. In addition, priority funding will be given to proposals that:**

- Provides matching funds to support the project
- Respond to a demonstrated or emerging community need.
- Support effective, proven or promising solutions.
- Build upon and maximizes other community resources.

#### Requirements

1. **All proposals must be sponsored by an Ak-Sar-Ben Friends Ambassador. A full list is available online at [www.aksarben.org](http://www.aksarben.org).**
2. **Only complete applications, with all questions answered, will be forwarded to the grant committee. No hand written or faxed proposals will be accepted.**
3. **All proposals must include an application cover sheet, program narrative and budget summary. Program narrative may not exceed four pages with a font size no smaller than 12-point. Please remember proposals will be copied for distribution to the grant committee and any graphics should copy well.**

#### Application timeline

**Two completed copies are due by 5:00 p.m. on June 30th, 2009**

**AK Friends Grant 2009**

**Grant requests should be sent to:**

**Ak-Sar-Ben Friends**

**302 South 36<sup>th</sup> Street, Suite 800**

**Omaha, Nebraska 68131**

**402-554-9600 ext. 100 or email: [sudmanne@aksarben.org](mailto:sudmanne@aksarben.org)**

**The Ak-Sar-Ben Friends does not make grants that are in support of individuals; for political campaigns or lobbying efforts or for new small businesses established for personal gain or profit; to support annual fund drives, capital campaigns, to fund an agency's deficit or endowment or for the direct support of religious activities. Secular activities provided by religious organizations may be eligible for grant funds. None of the funds are to be used for salary support or overhead.**

**Cover Sheet Information (please list separately on the first page of the application)**

**Name of organization:**

**Title of program/ project proposed:**

**Address of organization:**

**Contact person:**

**Phone number for contact person:**

**Email address for contact person: (if applicable)**

**Name of Sponsoring Ak-Sar-Ben Friends Ambassador:**

**Amount of funds requested:**

**Number of people served if fund awarded:**

**Do you have matching funds? \_\_\_\_\_ Yes \_\_\_\_\_ No**

**If yes, approximate amount of matching funds? \_\_\_\_\_**



**Program/Project Narrative**

- 1. A brief description of the community need /problem to be addressed.**
- 2. Explain what your goals and objectives are to address the community need/problem.**
- 3. Describe the expected results of this program/project.**
- 4. Outline your organizational capacity to implement the proposed program/project.**
- 5. Make clear how the proposed activities will maximize community resources. Will these dollars leverage other dollars (matching dollars)?**

Program/ Project Budget

**In this section, describe how the requested grant funds will be used. Specify each line items and costs and round all figures to the nearest dollar. Include a description of income and expenses related to this project even if they exceed the amount requested from the Ak-Sar-Ben Friends.**

Checklist: These items must be included with your application.

- **List of current board of directors and the role they serve (not to exceed two pages).**
- **If you have received funds from Ak-Sar-Ben Friends within the last three years, describe your organization's most important achievements with the most recent grant award.\***
- **Letter of support from the Ak-Sar-Ben Friends Ambassador.**

*\*May not exceed one page.*