

# 2023 Fall Grant Cycle

---

*Waterloo Community Foundation*

## *Organization Information*

---

### **Organization Mission\***

Share your Mission Statement or describe your organization's purpose.

*Character Limit: 500*

### **Primary Area of Impact\***

#### Choices

Arts & Culture  
Economic Development  
Education  
Health & Human Services

### **Secondary area(s) of impact, if applicable**

#### Choices

Arts & Culture  
Economic Development  
Education  
Health & Human Services

### **501(c)(3) IRS Determination Letter\***

Upload your IRS determination letter or information about a fiscal sponsor.

*File Size Limit: 2 MB*

### **Board Roster\***

*File Size Limit: 2 MB*

## *Type of Request*

---

### **Type of Request\***

Indicate what kind of grant request you are making using the following definitions:

**Capacity Building** - Funds for activities that increase the effectiveness and sustainability of the nonprofit organization. Examples include professional development or training, strategic planning, data management, technology, etc.

**Program** - Funds for specific program or project activity executed by the nonprofit organization.

#### Choices

Capacity Building  
Program

## *Project Information*

---

### **Project Name\***

*Character Limit: 100*

### **Grant Amount Requested\***

Please indicate the total amount you are requesting from Waterloo Community Foundation.

*Character Limit: 20*

### **Project Budget\***

Please indicate the total project budget.

*Character Limit: 20*

### **Project Start Date\***

Please indicate the approximate start date for your project

*Character Limit: 10*

### **Project End Date\***

Please indicate the approximate end date for your project

*Character Limit: 10*

### **Project Purpose, Need, and Goals\***

Describe your project. Please include the work you will do, needs you are addressing, and what you hope to accomplish.

*Character Limit: 3500*

### **Timeline of Project Activities\***

Describe distinct activities of the project and the timeline of when activities will occur.

*Character Limit: 2000*

### **Benefit to Waterloo\***

Describe how your project and/or organization benefits Waterloo and its citizens. Please be as specific as you can.

*Character Limit: 1500*

### **Unique Features (Optional)**

Tell us about any unique features of your project

*Character Limit: 1500*

## Organizational Capacity\*

Describe your organization's capacity to conduct the activities of the project. List resources available to your project such as staffing, involvement or leadership by your board of directors, fiscal and financial health of your organization, your organization's management, or how you plan to use volunteers, if applicable.

*Character Limit: 1000*

## Capacity Building Grant Information

---

### Why is now the right time for your organization to take on this capacity building work?\*

*Character Limit: 1500*

### Organizational Outcomes\*

What will be different for your organization because of this work?

*Character Limit: 1500*

## Programmatic Grant Information

---

### Measuring and Reporting\*

Describe how your organization will measure, assess, and report on the impact of the project.

*Character Limit: 1500*

## Financial Information

---

### Funding Use\*

Describe how the WCF grant funding would be used in the project.

*Character Limit: 1500*

### Sustainability\*

Describe how your project will be sustained in the future after a WCF grant has been used up. Proposal does not have to be an ongoing project. Please state if it is a one-time project.

*Character Limit: 1500*

### Partial Funding\*

If full funding is not received, how will the project be impacted?

*Character Limit: 500*

## **Project Budget\***

Upload an itemized budget for this project showing both expenses and income, with a narrative description for each expense line included.

For income sources, please detail all identified funding partners indicating if the funding is requested, pending or committed.

Administrative costs related to the project (such as staffing, rent, and gas mileage) are acceptable

Download a sample template here.

*File Size Limit: 4 MB*

## **Current Year Financial Budget\***

Upload a copy of your organization's budget, including both income and expenses, from the current year.

*File Size Limit: 5 MB*

## **Prior Year Financial Statements, if available**

Upload a copy of your organization's budget, including both revenue and expenses, from last year.

*File Size Limit: 5 MB*

## **Most recent audit, if available**

*File Size Limit: 5 MB*

## *Additional Information*

---

### **Anything else you would like us to know (optional)**

*Character Limit: 1500 | File Size Limit: 2 MB*