

COMMUNITY BASED ORGANIZATIONS



2021 COMMUNICATIONS GRANT APPLICATION FORM

GRANT PURPOSE

The Community Based Organizations Communications Grants Program will support grant recipients with the following:

- Organizational technology and communications assessments
- Development of integrated website and database
- Training to utilize the tools
- Implementation assistance through a consultant and Freshwater Future staff
- \$3,000 grant to cover organizational time and expenses for the program

This program is intended to build organizational capacity for communications, including for fundraising, outreach, and advocacy. (*Grant may not be used for lobbying.*)

PROJECT TIME

Grant recipients will receive approximately eight months of capacity-building and assistance, with possibility of renewal.

APPLICATION INFORMATION

This application format is to be used by applicants to the Freshwater Future Community Based Organizations Communications Grant Program.

Your organization is eligible for a grant if:

- You are a Current [Member Organization](#) of Freshwater Future (*Please contact Laurie if this would be a hardship for your organization.*)
- You are a Community Based Organization that is a 501 (c)(3), a Canadian charity, or can provide [a fiscal sponsor](#) that is either a US nonprofit 501 (c)(3) or is a Canadian Charity

ASSISTANCE FOR POTENTIAL APPLICANTS

You are encouraged to contact us to discuss your grant application at (231)348-8200 ext.1 or Laurie@freshwaterfuture.org

APPLICATION INSTRUCTIONS

Type your application in Microsoft Word using the headings, questions, and format outlined below. **Please number the pages.** *Please note: You will receive an e-mail confirmation of your application being received, if you do not receive one within 24 hours of submission, please contact Laurie as soon as possible.*

APPLICATION DEADLINE - April 2, 2021, midnight (EST)

DECISIONS - Awards will be announced by April 5, 2021

SUBMITTING YOUR APPLICATION

Please send your application via e-mail in a Word attachment to Laurie@freshwaterfuture.org. Supporting documents may be sent via email or first-class mail. **Please do not fax your application.**

INFO AT A GLANCE

Communications
Grant Deadline:
April 2, 2021

Questions?
Contact:

Laurie Breighner
Laurie@freshwaterfuture.org
231-348-8200, ext. 1

Eligibility:

Community Based
Organizations with budgets
generally below \$200,000
are eligible to apply.

Freshwater Future
P.O. Box 2479
Petoskey, MI 49770
PH (231) 348-8200
www.freshwaterfuture.org

A. Applicant Information

Organization Name:

Name of Project Coordinator:

Street Address:

City, State/Province, Zip/Postal Code:

Telephone No.:

E-mail Address:

Website:

Sponsor Organization Name:

Sponsor Contact Name:

Sponsor Street Address:

Sponsor City, State/Province, Zip/Postal Code:

Sponsor Telephone No.:

Sponsor E-mail Address:

Sponsor Website:

A. Project Title

Please limit your Project Title to **12 or fewer words**. The Project Title should be descriptive of the goal you are trying to accomplish with your project.

B. Abstract

Provide a 200-350 word summary of the goals for this program. Make your summary easy for an outside reader to understand and please limit your summary to **200 words or less**.

D. Description of Project

1. What community water issue(s) does your project address?
2. How will a new website and integrated database help your organization reach its goals?
3. Is the project located in the watershed of the Great Lakes?
4. In what Great Lakes basin(s) will the project be conducted?
5. What will define success for this project for your organization?

E. Supporting Materials

Submit the following supporting materials **with** your application:

1. **501(c)(3) confirmation letter from the IRS or Registered Charity confirmation letter from the Canada Revenue Agency.**
2. Addresses, phone numbers, and contact person for all organizations collaborating on this project.
3. Limit other optional support materials (letters of support, newspaper articles, etc.) to **two items** that you feel are essential to evaluate your proposal. These are not a requirement.

Note: Grant recipients may be required to provide Freshwater Future with additional information.