



GRANT APPLICATION FORM

1. Download Grant Application 2. Fill out the entire form. 3. Include a copy of your organization's 501(c)3 IRS determination letter. 4. Attach a copy of the most recent tax return (typically Form 990). Page 1 or entire return is acceptable. 4. Email all documents to: melissabecker@heinlegacyfoundation.org

Legal Name of Organization:

DBA (if applicable):

EIN:

Website:

Mailing Address (and physical address if different):

Name and Title of Person Submitting This Application:

Phone:

Email:

Very briefly describe your request:

Approximate Amount of Request:

Date Funds Needed:

Who the project serves and why it is important.

How, specifically, and where the requested funds will be used.

The estimated number of children/youth/adults this project will benefit.

The start and end dates of the project.

Who (in general terms) will be working on the project and whether they will be paid or volunteers.

The expected results and how you will measure the success of the project

Please be sure each (above) item was addressed. Any extra information can be added below

For capital projects only:

- Submit drawings, specifications or any other information that describes the proposed work.
- Describe the ongoing maintenance requirements and who will be responsible for performing the maintenance.

By signing this application, I and the organization I represent agree to:

- submit a final written report within thirty (30) days after the completion of the project for which the funds were intended which includes:
 - the date of your report
 - organization's name and address
 - date of your award, purpose of the award, and amount expended under the grant
 - statement that the funds were used only for the charitable purposes described in the Grant Application
- complete a Grant Agreement upon award of a grant (applied to grants of \$2,500 or more.)
- provide appropriate acknowledgment of the Hein Legacy Foundation's funding of this project in our publications, press announcements and other activities.
- indemnify and hold harmless Hein Legacy Foundation for any claims that may result related to any funded activities or projects.
- if requested, acknowledge the contribution from the Hein Legacy Foundation by displaying a plaque, banner or decal which will be provided by the Hein Legacy Foundation.

I certify, to the best of my knowledge, that the above information is accurate, and that if a grant is awarded to this organization, the proceeds of that grant will be used for the purposes identified above.

Signature:

Date:

Please fill out the entire form and email to: melissabecker@heinlegacyfoundation.org

k
)

Or mail to: 3493 Airport Road Cle Elum, Wa. 98922