



# Grant Application FAQ

## **What guidelines need followed when submitting a grant?**

- Charitable entities contributing to the Alexis community are eligible to apply. This includes nonprofit 501(c)(3) organizations, government bodies, school districts, or houses of faith.
- The application must be completed in its entirety. Applications with missing information will not be considered.
- Only information requested on the application should be included. Additional information will not be reviewed.
- Applications may be completed and submitted via email to [sgrant@yourgcf.org](mailto:sgrant@yourgcf.org) or mailed to P.O. Box 373 Alexis, IL 61412.

## **May an organization submit more than one application?**

- An organization may submit one application detailing one grant request at a time. One application for multiple requests will not be accepted.

## **What types of grant requests will be accepted?**

- The Alexis Community Fund accepts applications for programs/projects that encourage community pride in Alexis.

## **What are key things the grant review committee looks for when approving a grant?**

- A complete application.
- Requests involving additional funders and not attempting to solely rely on ACF's support are looked upon very favorably.
- The number of people impacted by the program.

## **What happens after I submit my application?**

- The Alexis Community Fund Advisory Board will review your grant application.
- During the review process, the ACF Advisory Board may schedule a phone conference, site visit or meeting to discuss the proposal in detail.
- Please advise ACF if circumstances impact any aspect of your request, such as securing matching funds, personnel, or financial changes.
- You will receive notice from the ACF about the status of your grant application. If granted, the applicant organization will receive a check from Galesburg Community Foundation.

## **Who do I contact for assistance or more information?**

- For general questions, contact Moses Anderson at 309-337-4483.