

# 2023 Cordova Community Foundation Grant Program

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*Alaska Community Foundation*

## *Instructions*

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The Cordova Community Foundation (CCF), an Affiliate of The Alaska Community Foundation (ACF), seeks applications from qualified, tax exempt 501(c)(3) organizations (or equivalents, such as Tribal entities, schools, and faith-based organizations) that support charitable organizations and programs in Cordova. During this grant cycle, awards from \$500-\$3,000 will be made and are intended to be a flexible funding opportunity that may support a broad range of charitable community needs: programs for youth, health and wellness, education, culture and the arts, science, the environment, and community development and enrichment.

Please review [2023 Cordova CF Competitive Grant Guidelines](#) to determine your eligibility before applying. Ineligible organizations or community groups may be able to receive funding for projects/programs if they seek support from a qualified organization that is willing to provide fiscal sponsorship. Fiscal sponsors must agree to take legal and fiscal responsibility for accepting grant funds on behalf of the ineligible organization or group. **To be considered, eligible grant applications must be submitted online by 5:00 pm Alaska Time on Friday, October 13, 2023.**

### **Important Notes for Grantees**

- **Required Online Grant Agreement:** If awarded, grantees must complete an online grant agreement.
- **Grant Project/Program Timeline:** Grant projects/programs must be completed within one year of the award date, unless the CCF Advisory Board approves a timeline extension for your awarded project/program. Extensions must be requested prior to the grant report due date.
- **Required Grant Report:** A grant report is due within one year of the grant award date. Grant reports are submitted online. All due dates, grant agreements, and grant reports are found within the online grants system.
- **Overdue Grant Report(s):** If you are a grantee and have overdue grant reports for previous grant awards from ACF and/or its Affiliate community foundations, you must complete a final grant report for those previous awards before your organization is eligible to be considered for any current or future grant opportunities from ACF and/or its Affiliate community foundations.

Please direct **general questions** to CCF's Program Manager, Gayle Groff, at: [cordova@alaskacf.org](mailto:cordova@alaskacf.org). Please direct **eligibility and technical questions** about the online grant system to ACF's Affiliate Program Staff at: [affiliate@alaskacf.org](mailto:affiliate@alaskacf.org) or 907-334-6700.

## Organization Information

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### Organization Type\*

Only qualified, tax-exempt 501(c)(3) organizations (or equivalents, such as Tribal entities, schools, and faith-based organizations) that support charitable organizations and programs in Cordova are eligible to apply. Please review [2023 Cordova CF Grant Guidelines](#) to determine your eligibility **before applying**. If you are unsure of your organization's eligibility, please contact ACF's Affiliate Program Staff at [affiliate@alaskacf.org](mailto:affiliate@alaskacf.org) or call 907-334-6700.

### Choices

501(c)(3)  
Tribal Entity  
School  
Faith-based Organization  
Unit of Government (excluding state and federal agencies)  
Other

### Fiscal Sponsorships (if applicable)

Ineligible organizations or community groups may be able to receive funding for projects/programs if they seek support from a qualified organization that is willing to provide fiscal sponsorship. Fiscal sponsors must agree to take legal and fiscal responsibility for accepting grant funds on behalf of the ineligible organization or group. **A letter from the fiscal sponsor must be submitted with any application from ineligible organizations or community groups for the application to be considered.**

If this project/program will be run through a Fiscal Sponsorship, please download, complete, and upload the Fiscal Sponsorship Letter Template.

Download form: [2023 Cordova CF Fiscal Sponsorship Letter Template](#)

To upload your completed letter, click the "upload a file" button below.

*File Size Limit: 5 MB*

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### Organization's Location\*

Is your organization located in Cordova? If not, will your project/program benefit Cordova?

### Choices

Yes  
No, but project/program will benefit the area (please explain below)  
No - Your organization is not eligible for this grant program.

### Benefits to Area (optional)

If your organization is not located in the area but you believe your proposed project/program will benefit Cordova area residents, please explain how.

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## Mission Statement\*

What is your organization's mission statement?

*Character Limit: 5000*

## Description of Organization (optional)

Please provide any additional information about your organization that you wish to share, including how long you have been in existence, the programs/services you provide, who benefits from them, and how many people your program serves.

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## Project/Program Information

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### Project/Program Name\*

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### Project/Program Start Date\*

When will your proposed project/program begin?

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### Project/Program End Date\*

When will your proposed project/program end? **Please note that awarded grant projects must be completed within one year of receiving a grant.**

*Character Limit: 10*

### Activity to be Undertaken\*

Please describe the activity you propose to undertake in one sentence.

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### Project/Program Description\*

Please describe your proposed project/program, including a discussion of the community need and if you are planning to collaborate/partner with other community organizations or entities. Please identify matching sources of support, if any.

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### Project/Program Goals and Benefits\*

Please describe what you plan to achieve with your proposed project/program. Include the benefits our community will derive from the successful completion of your project (who/how many will benefit).

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## Measuring Success\*

Please describe the outcomes that will define if your project/program is successful, including how your organization plans to track and report on these outcomes. Please also describe how your proposed project/program will continue beyond the original grant term, if applicable.

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## Project/Program Budget

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### Total Project/Program Budget\*

*Character Limit: 20*

### Amount Requested\*

Please note that individual grant amounts of \$500 - \$3,000 will be awarded.

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### Project/Program Budget Form\*

Please download, complete, and upload the Project/Program Budget Form below for your proposed project/program.

Download form: **CCF Project/Program Budget Form**

To upload your completed form, click the “upload a file” button below.

*File Size Limit: 3 MB*

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### Project/Program Budget Narrative\*

Please describe the line items from the budget form in detail.

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## Optional Documentation

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### Other Useful Information (optional)

Please provide any other useful information that could help the CCF Grants Committee evaluate your grant application. If desired, you can also upload letters of support and other documentation below.

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## *Electronic Signature*

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### **Authorized Signature\***

By typing my name below, I certify that the information provided in this grant application is accurate and complete to the best of my knowledge, and that I am authorized to submit this application on behalf of my organization.

I authorize The Alaska Community Foundation to verify any information submitted as part of this application. I also agree to allow any information on this application (unless otherwise noted) to be released for publication.

*Character Limit: 100*

### **Title\***

*Character Limit: 30*

### **Date\***

*Character Limit: 10*

**Please complete the grant application process by clicking the [Submit Application] button below.**