

# Kiwanis

Cal - Nev - Ha Foundation

[www.cnhfoundation.org](http://www.cnhfoundation.org)

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## CLUB GRANT PROGRAM

The Club Grant Program was established by the Kiwanis Cal-Nev-Ha Foundation to assist Kiwanis clubs in financing club service projects on a start-up basis. Many times, a Kiwanis club will give up on a worthwhile project because the funds required to get the project started are not available.

To assist clubs in developing club service projects, the Cal-Nev-Ha Foundation makes available club grants for **new projects**, by providing start-up funds, up to **25% of the total project cost**, with a **maximum of \$1,500.00**. To ensure a maximum number of clubs will be able to participate in the program, the Foundation Board of Directors established the maximum amount of \$1,500.00.

New projects are defined as projects conducted for the first time by the Kiwanis club applying for the grant. When the Kiwanis project is part of a larger event or community-wide project, the Foundation must know what portion of the event/project is the Kiwanis club project. To qualify for a grant, the Foundation requires club service hours be committed to the project and club funds are spent on the project.

To participate in the Club Grant Program, the following items are required:

1. A completed Club Grant Application form;
2. A project budget which shall include all sources of funding, including funds committed by the club, "in-kind" donations and any other sources of outside funding. The Foundation considers "in-kind" donations to be donations of materials, labor, and/or discounted merchandise as part of the total project budget. Grants or financial contributions from outside agencies are considered "other sources of outside funding" and not "in-kind" donations;
3. A copy of the club's current year Community Service Budget.

If your grant is approved, you and your club agree to furnish the Kiwanis Cal-Nev-Ha Foundation with a follow-up grant report and funds expenditure report within 30 days of the end of the grant period. As part of your follow up report, we request photos, and if available, video clips and other data that would best convey how your grant was used and how providing this funding recognized the Kiwanis family.

*Please note the following:*

1. Incomplete applications will not be considered and will be returned to the club;
2. Completed grant applications should be submitted at least 30 days before the project start date. If application is submitted later, please include an explanation for consideration by the grant committee. Applications received more than 30 days after the project completion date will not be considered;
3. Application processing time is approximately four (4) weeks;
4. Club grants are limited to 25% of the total project cost up to a maximum amount of \$1,500;
5. Grant funding is limited to one award per project;
6. If your project is a fundraiser, it is ineligible for grant funds.



4. Amount being requested\*: \_\_\_\_\_ Total project cost: \_\_\_\_\_

*\* Grants are limited to 25% of the total project cost up to a maximum amount of \$1,500 per project*

5. Date when funds are needed: \_\_\_\_\_

6. Is your project a "fund-raiser"? Yes  No  *Please note, if this is a fundraiser, it is ineligible for grant funds.*

7. Has this project been approved by your club's Board of Directors? Yes  No

8. Is your project part of a division-wide project? Yes  No

9. Is your project part of a multi-club project? Yes  No

10. Estimate of club service hours committed to this project: \_\_\_\_\_

11. Describe the relationship between your project and the Objects of Kiwanis.

12. Describe the benefit of your project to your community.

13. Describe the long-range feasibility of your club's project. Is this a "one-time" project or will it continue?

*Please include the following items with your completed grant application:*

1. A project budget which shall include all sources of funding, including funds committed by the club, "in-kind" donations and any other sources of outside funding. The Foundation considers "in-kind" donations to be donations of materials, labor, and/or discounted merchandise as part of the total project budget. Grants or financial contributions from outside agencies are considered "other sources of outside funding" and not "in-kind" donations;
2. A copy of your club's current year Community Service Budget;
3. Supporting documentation or materials.

*Mail completed application and supporting documents to:*

**Club Grant Program**  
**Kiwanis Cal-Nev-Ha Foundation**  
**8360 Red Oak Street, Suite 201, Rancho Cucamonga, CA 91730-0608**

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Signature of Kiwanis Club President

Date Submitted