

8360 Red Oak Street, Suite 201 • Rancho Cucamonga, CA 91730-0608

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PEDIATRIC TRAUMA PROGRAM DIVISION GRANT PROGRAM

As part of its primary focus, the Kiwanis Cal-Nev-Ha Foundation established the Pediatric Trauma Program Grant to assist Kiwanis clubs in financing *Pediatric Trauma Program* projects on a start-up basis. This program has been expanded to include Kiwanis divisions.

To assist divisions in developing division-wide service projects, the Cal-Nev-Ha Foundation makes available Pediatric Trauma Program grants for new division-wide projects, by providing matching start-up funds, up to \$5,000.00. The Foundation Board of Directors established a maximum to ensure an optimum number of divisions will be able to participate in the program.

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 Pediatric Trauma Program Division Grant Program, the following items are required:

1. A completed PTP Division 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 each club's current year Community Service Budget.

If your grant is approved, you and your division 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 Lt. Governor;
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. Division grants are limited to 50% of the total project cost up to a maximum amount of \$5,000;
5. Grant funding is limited to one award per project;
6. If your project is a fundraiser, it is ineligible for grant funds.

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 each clubs' Board of Directors? Yes No
8. Estimate of club service hours committed to this project: _____
9. Describe the relationship between your project and the Objects of Kiwanis.

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

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

Please include the following items with this 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 each club's current year Community Service Budget;
3. Supporting documentation or materials.

Mail completed application and supporting documents to:

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

Signature of Kiwanis Lt. Governor

Date Submitted: