

GRANT APPLICATION GUIDELINES

- All grant request applications must be submitted electronically by January 15, 2024. No faxes or hand deliveries please.
- Submissions should include only what is requested. No extra information (notebooks, tapes, brochures, etc.) is allowed.
- Applicant/Agency must be a 501(c)(3).
- Funding must service Northeast Tarrant County.
- Funding priorities: Children, women and families.
- Requests will not be considered that fund job positions, salaries, fundraisers, administrative or office expenses, volunteer or employee recognition trips, award ceremonies, or marketing materials.
- Applicant must provide by electronic attachment a copy of IRS Charitable Exemption letter.
- Applicant must provide by electronic attachment a copy of the the most recent 990 tax form.
- Applicant must provide by electronic attachment copies of 2022, 2023, and proposed 2024 budgets, for both the organization at large and your proposed project. We strongly advise that you create a single PDF document containing all required budgets (one for the organization, and one for your project), and that you ensure any uploaded documents will print clearly. This accelerates the application and review process.
- Applicant must provide a list of board members and their contact information, including phone numbers and email addresses.
- Those selected as beneficiaries will be asked to provide volunteers (over 21 in age) to work three shifts on either Saturday, April 27, 2024, or Sunday, April 28, 2024, Each Shift would be with 2 volunteers for 3-4 hours.
- Your organization's ability to fulfill your volunteer requirement during the event will be taken into consideration when the committee meets to determine final grant awards.

Important Notes

Due to the number of applications we receive, we require you to carefully follow all guidelines to be eligible for consideration. Any applications that are not in compliance with these guidelines will not be reviewed.

Grant applications open on December 1st, 2023 and close on January 15th, 2024. Grant selection and notification take place in February. The exact amount of each grant will be determined after the event in April. Checks will be mailed by the end of June.

If you have any questions please contact us at aitsswcf@gmail.com.