



## Lincolnshire Community Association

Improvement Through Involvement

P.O. Box 705

Lincolnshire, IL 60069

### **GUIDELINES FOR RECEIVING GRANTS**

Each year Lincolnshire Community Association (LCA), formerly known as Cambridge Forest Association (CFA), gives monetary donations to Lincolnshire based organizations. The following guidelines were developed to help organizations applying for grants to understand what LCA's goals are for these funds.

#### **LCA'S GOALS FOR GRANTS:**

Funds will be given to programs, projects or items which promote a consciousness of good government, promote good will, stimulate community development or help to maintain a good social and moral environment for the benefit of the residents of Lincolnshire.

#### **WHO CAN APPLY:**

Funds will be given to a non-profit, Lincolnshire based organization, Village departments or boards, special interest groups, community service organizations, public or volunteer groups focusing on Lincolnshire, Lincolnshire-Vernon area public service organizations and groups, and public schools or school districts serving Lincolnshire residents.

#### **WHAT WILL BE FUNDED:**

LCA will consider funding unique programs, pilot projects, physical structures, capital items, collections or sets of books, programs, educational items, or capital improvements. Programs, projects or items must benefit primarily Lincolnshire residents. Preference will be given to programs, projects or items for which a need has been shown or identified. Benefit to special groups of residents (e.g. preschoolers, elderly, etc.) is acceptable.

Monies can be used for the entire cost or a portion of an item, project or program.

Monies will NOT be given for use as general operating expenses or maintenance or salaries.

LCA funds are granted on a ONE TIME BASIS, and no guarantee is given for future funding.

**RESPONSIBILITIES OF THE APPLICANT:**

The applicant must demonstrate the ability to complete the program or project, or to acquire the item requested. Receipts or the like will be requested.

**PROCEDURES REQUIRED:**

Written application, using the attached form as a guideline, must be submitted. Once funds are committed, they must be used within 18 months. Physical acknowledgement or recognition of the grant is required.

**HOW MUCH MONEY IS AVAILABLE:**

In past years grants have ranged from \$100 to \$5000. LCA's budget varies annually depending upon dues intake and the success of fundraising activities.

**LINCOLNSHIRE COMMUNITY ASSOCIATION  
FINANCIAL GRANT APPLICATION**

APPLICANT \_\_\_\_\_

ADDRESS \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_ PHONE \_\_\_\_\_

AMOUNT REQUESTED \_\_\_\_\_

Please give a general description of the program, project, item or event: (Please include who will benefit from the grant and why it is needed:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

Please specify the total cost of the program, project, item or event: \_\_\_\_\_

Please advise who, in addition to LCA, is contributing and what is planned for covering future costs for completion, operation, and maintenance?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Timetable for completion: \_\_\_\_\_

How will LCA receive verification that the funds were used as requested?

\_\_\_\_\_  
\_\_\_\_\_

How will LCA receive recognition for granting the funds requested?

\_\_\_\_\_.

Signed: \_\_\_\_\_ Title: \_\_\_\_\_

Dated: \_\_\_\_\_