



Skrungloo Farm, Inc.

2019-2020 Grant Program Information and Application

Skrungloo Farm, Inc.

Skrungloo Farm, Inc. is a private foundation which was established in 1986, in order to provide direct aid, assistance, and/or services, to the residents of, in order of priority, Sandwich, Center Harbor, Moultonboro, Carroll County, Belknap County, and New Hampshire. This includes providing grants to other 501(c)(3) organizations providing direct aid and/or services that strengthen and enrich their communities.

Grant Program

It is the intent of the Founders that any funding provided by Skrungloo Farm, Inc. shall not be used in place of welfare or any other government assistance or benefit. Applying organizations must demonstrate the way in which their proposed project, proposed services, or proposed use of the grant, should it be awarded to the organization, would further the mission and purpose of Skrungloo Farm, Inc.

Who Should Apply?

Nonprofit organizations recognized as tax-exempt under section 501(c)(3) of the Internal Revenue Code and public agencies (i.e., agencies of federal, state, county, or local government) are eligible to apply. Nonprofit organizations or community groups who do not have 501(c)(3) status may also apply for grant awards if another tax-exempt organization acts as the fiscal agent. The following use of funds are not generally eligible for grant awards:

- Travel expenses
- Replacement of public or government funding
- Deficit reduction
- Academic research
- Sectarian or religious programs
- Expenses already incurred

Grants are usually awarded to support activities over a twelve month period.

Types of Grants Available

The type of award offered is primarily based on the Foundation's budget. It is Skrungloo Farm Inc.'s goal to award grants whenever possible, considering the other goals, functions, and purposes of the Foundation, and their related expenses. Most grant awards will not exceed \$5,000. Requests exceeding \$5,000 will be considered, but are less likely to be funded.

Selection Criteria

Grant recipient organizations are selected on the basis of the services provided to individuals in situations arising from illness, domestic violence, accidents, storms, floods, fires, or other natural disasters, or to allow the individual to educate or better themselves in order to build a stronger community. Highest priority is given to organizations who provide services to residents in the following order of geographic areas: Sandwich, Center Harbor, Moultonboro, Carroll County, Belknap County, and then the entire State of New Hampshire.

Although the Officers of Skrungloo Farm, Inc. have final approval of the grants awarded, a local advisory committee oversees planning, program development and evaluation, and reviews proposals submitted.

Re-Application

Organizations may continue to apply for funding for as long as they meet the eligibility requirements; however, there is no guarantee that they will continue to receive funding. As such, organizations that received funding in a previous year does not increase an organization's chances of receiving funding in future years. Even if an organization has applied in a previous year and was turned down, the organization may re-apply in another year.

Application Process

This application booklet contains 9 pages. If you do not have all 9 pages, please contact us at the e-mail or phone number below. The application must be fully completed and returned to Skrungloo Farm, Inc., postmarked no later than September 1, 2019. In addition to the application, the organization must include the proposal narrative, a budget for the project for which funding is requested, a financial statement, a copy of the organization's IRS Tax Status Determination Letter, and a current list of Board of Directors/Trustees with affiliations. We strongly suggest all the required attachments accompany the application. Materials sent separately may not be matched to your organization's application and the application will be considered incomplete. Faxed or e-mailed materials are not accepted. Applications received without the required materials will be considered incomplete and disqualified.

Deadline

The deadline for the application is September 1, 2019. All applications must be postmarked or hand-delivered no later than September 1, 2019. Faxed or e-mailed materials will not be accepted. Applications postmarked or hand-delivered after the September 1, 2019 deadline will not be accepted.

**Please send your application to:
Skrunghoo Farm, Inc. Grant Program
c/o Bianco Professional Association, Attorneys at Law
18 Centre Street
Concord, NH 03301**

For more information:

Email us at skrunghoofarm@biancopa.com or call 603-225-7170 or 800-262-8112



Skrungloo Farm, Inc.

2019-2020 Grant Application

Please review the information in the preceding pages. This information explains how this program works and answers the most commonly asked questions. Please note, this application packet contains 9 pages. If you did not receive all 9 pages please contact Skrungloo Farm, Inc. at 603-225-7170 or via email at skrungloofarm@biancopa.com.

PART 1 – APPLICATION COVER SHEET

Name of Applicant Organization: _____

Is this Organization designated as a 501(c)(3) Organization? Yes No

If No, please give us the name of your Fiscal Agent.

Fiscal Agent: _____

Organization Mailing Address: _____
Street

_____ City State Zip Code

Name of CEO/ Executive Director: _____

Preferred Contact Number: Office: (____) _____

Cell: (____) _____ Home: (____) _____

E-Mail Address: _____

Name of Contact for this Proposal: _____

Preferred Contact Number: Office: (____) _____

Cell: (____) _____ Home: (____) _____

E-Mail Address: _____

PART 2 – SPECIAL ELIGIBILITY CODES

Special Eligibility Codes

Although all 501(c)(3) organizations who provide assistance and services to residents of the State of New Hampshire are eligible to apply for grants and may receive funding, there are particular services or geographic areas of residency served that are of particular interest to the Officers of Skrungloo Farm, Inc. and which meet the mission and purposes of the Foundation. Please read the following codes carefully. If your organization qualifies for any of these codes, please check the corresponding box on the application. Even if your organization does not match any of the special codes, there may be funds for which you may be considered.

SERVICES PROVIDED — Our organization provides:

- MED Medical services.
- DMED Durable medical equipment not covered by insurance or other benefits for low income individuals.
- MEAL Meals on Wheels to elderly or disabled.
- HOSP Hospice care to the terminally ill.
- EMER Assistance to residents needing fuel, food or rent as the result of an emergency such as illness, domestic violence, flooding, fire, storms or natural disasters.
- FOOD Food pantry services.
- ADAY Adult day care centers for low income families caring for elderly relatives.
- RSVP RSVP or similar services providing senior citizen volunteers to community organizations.
- SENC Senior centers that provide activities, VNA care, hot meals, and transportation services.
- 4H/AGR Funding for local 4-H, FFA or other agricultural or horticultural organizations.
- HMAN Humane societies providing shelter for animals.
- FIRE Local fire and rescue departments, particularly those staffed by volunteers.
- OTHER _____

GEOGRAPHIC AREA — Where services are provided:

- SANDWICH, NH
- CARROLL COUNTY, NH
- CENTER HARBOR, NH
- BELKNAP COUNTY, NH
- MOULTONBORO, NH
- NEW HAMPSHIRE

PART 3 – ORGANIZATION PROFILE

Describe the current services provided by the applicant organization:

Geographical area served:

Year founded: _____

Please indicated the number of paid staff (both full and part-time):

Number of members: _____

Are you a previous Skrungloo Farm Grant Award Recipient? Yes No

Where did you hear about the Skrungloo Farm Grant Program?

- Prior Recipient or Applicant
- Newspaper/Publication (which one) _____
- Referral (from whom) _____
- Website (list site) _____
- Other (explain) _____

PART 4 – ORGANIZATION SHORT ANSWERS

Please respond in the spaces provided below. *Note: A more detailed description will be included in the narrative portion of the application (see Part 6).*

Amount of Funding Requested: \$ _____

Please provide a brief description of the proposed project or activities:

Please summarize the projective objectives. What will your organization accomplish with the funding requested?

PART 5 – FINANCIAL SUMMARY

Please provide information from the most recent audit or annual financial statement. Please note all applications must include a copy of the most recent financial statement, as well as completing this portion of the application. Both must be included for the application to be considered complete. Incomplete applications will not be considered. *Note: Copies of bank statements and tax returns are not accepted as a replacement for the financial statement.*

Last Fiscal Year End Date: _____

Last Fiscal Year Total Expenditures: \$ _____

Last Fiscal Year Total Income*: \$ _____

**If operating surplus or loss is more than 5% of total income, please explain:*

Total Net Assets: \$ _____

Current (Projected) Fiscal Year Operating Budget: \$ _____

Last Fiscal Year

Sources of Support	Amount	%
Government Grants & Contracts	\$ _____	_____
Program Fees/Sales/3rd Party Payments	\$ _____	_____
Endowment/Interest Income	\$ _____	_____
Other Earned Income	\$ _____	_____
Benefits	\$ _____	_____
Membership Fees	\$ _____	_____
United Way	\$ _____	_____
Contributions from Businesses	\$ _____	_____
Contributions from Individuals	\$ _____	_____
Contributions from Other Foundations	\$ _____	_____
Other _____	\$ _____	_____
TOTALS	\$ _____	_____

PART 6 – PROPOSAL NARRATIVE

Please provide a narrative of your proposed project on separate sheets of paper. Please use the following format to ensure that your proposal will be complete. Please clearly label each section.

1. **Organizational Description:** Please provide a brief description of your organization, its history, mission, current programs, services, and key achievements. Include meaningful service statistics, particularly those documenting the level of services provided to residents of Sandwich, Center Harbor, Moultonboro, Carroll County, Belknap County and New Hampshire.
2. **Project Description:** Describe specifically what will be accomplished with the funding requested from Skrungloo Farm, Inc. What activities will take place? How many people will participate or benefit? How will the project enrich or strengthen the community?
3. **Project Budget:** Please list the specific amount requested and a description of what it would be used for if your organization were awarded a grant. If the amount is to be broken up among different needs, please specify the amount attributed to each need.
4. **Needs Assessment and Planning:** What needs or opportunities is the project intended to meet? How were these needs determined? What other organizations in the community are working on the same or related issues? Explain how your organization will collaborate with others.
5. **Evaluation:** What goals have been established for this project? How will your organization measure the success of this undertaking? What information will be collected during the year to assess results?
6. **Continuation:** If the activity or project is intended to be ongoing, indicate what resources will be available to support its continuation beyond the grant period.
7. **Other Support:** Please indicate what other community support, including in-kind, financial, voluntary or collaborative has already been secured for this project.

PART 7 – APPLICATION CHECKLIST

In order to be considered for the 2019-2020 Skrungloo Farm Grant Program, your application must be completed in its entirety and must include the following items. Please clearly label each attachment as indicated below. Any applications received that are missing any of these items will NOT be considered.

- Attachment A - Proposal Narrative.** Your answers to the questions in Part 6, including the Project Budget.
- Attachment B - Current List of the Board or Directors/ Trustees with Affiliations.**
- Attachment C - IRS Tax Status Determination Letter.** Verification that your organization is a 501(c)(3) organization. *(Must be the IRS Tax Status Determination letter. No substitutions will be accepted. The IRS EIN letter is not the same and will not be accepted.)*
- Attachment D - Most Recent Financial Statement for your Organization.** *(Please do not include copies of bank statements or tax returns.)*

Additional Reminders:

It is important to note that all materials must be mailed together to Skrungloo Farm, Inc. in time for the deadline of September 1, 2019. To meet this deadline the application and all supporting materials must be postmarked or hand-delivered no later than September 1, 2019. We strongly urge you to get your application in the mail well before the deadline. Remember that we do not accept e-mailed or faxed materials and applications or materials received after the deadline will not be reviewed. Please do not staple, tape or place your application in a binder.

PART 8 – APPLICATION CERTIFICATION

I certify that the information in this application is true and complete to the best of my knowledge. If asked by any authorized official of Skrungloo Farm, Inc., the applicant organization agrees to provide documentation for information given in this application. This documentation may include tax filings with the state or federal government. I understand that Skrungloo Farm, Inc. is NOT responsible for the accuracy of the material submitted and I agree to hold them harmless if materials are inaccurate or missing from my application. I understand that it is my responsibility to make sure all materials are accurate and are submitted timely.

I understand that the financial information provided with this application will be for review by Skrungloo Farm, Inc. only and is considered confidential.

Authorized Signature: _____ Date: _____