

# Emergency Response / Urgent Need Grant Application

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*Martha's Vineyard Community Foundation*

## *Application Requirements*

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### **Emergency Response and Urgent Need Application Requirements**

The Emergency Response Fund exists to address the sudden and urgent needs brought on by the COVID-19 pandemic, or other urgent needs as identified by your organization.

This grant is open to not-for-profit organizations that are based on Martha's Vineyard with an Internal Revenue Service 501 (c) (3) status, and will be reviewed on a rolling basis. Local government agencies may also apply. *Please note, this grant is only awarded to organizations, not individuals.*

### **Is this request for urgent funding related to the COVID-19 pandemic?\***

*Please note, this is not a requirement.*

#### **Choices**

Yes, this application is for an urgent need specifically brought on by the COVID-19 pandemic.

No, this application is for an urgent need not specifically brought on by the COVID-19 pandemic.

## *Need brought on by COVID-19 Pandemic*

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**How has the current crisis impacted your organization and/or the population you serve?\***

*Character Limit: 5000*

## *Grant Request*

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**Program / Project Name:\***

*If awarded a grant, this is how the program or project will be described/listed in publications.*

*Character Limit: 100*

**Description of Program / Project:\***

Please provide a detailed description of the project/program for which you are requesting funding.

In the narrative, please include:

- the population you will be serving (How many people? Who?)
- how the program will make a difference for the population you will be serving (Why is this program/project necessary?)
- how you will measure its success
- how will the requested funds be used
- why is this request an urgent need?

*Character Limit: 5000*

### **Anticipated Start Date of Program/Project\***

*Character Limit: 10*

### **Anticipated End Date of Program/Project\***

*Character Limit: 10*

### **Anticipated number of individuals served by this project:\***

*If this request is for a project or item which is not easily quantifiable, please elaborate at the opportunity below.*

*Character Limit: 10*

### **Opportunity to elaborate on anticipated number of individuals served:**

Please provide any clarity or information you think will be helpful.

*Character Limit: 250*

## *Program/Project Costs and Budget*

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### **Grant Amount Requested\***

The total dollar amount requested from the Martha's Vineyard Community Foundation.

*Character Limit: 20*

### **Total Program / Project Cost\***

The total dollar amount anticipated to complete the project/program. This should include the amount requested in this grant application.

*Character Limit: 20*

### **Detailed Budget of Project / Program:\***

Please download and then upload the completed version of **THIS PROGRAM / PROJECT BUDGET TEMPLATE**. *This exact template must be followed for this question.*

*File Size Limit: 4 MB*

### **Have you applied to other funders for this program/project?\***

#### **Choices**

Yes

No

## *Other Program/Project Funding*

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### **Please list all sources of funding for this project/program.\***

This should include any and all confirmed and/or potential sources of funding for this project.

*Character Limit: 5000*

## *Additional Items*

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### **Evidence of IRS 501(c)3 status for you or your fiscal sponsor\***

Please attach this document in PDF format.

*File Size Limit: 4 MB*

### **Most recent audited financial statement or Schedule A from Form 990\***

This should be from the Organization or from your fiscal sponsor. Please provide this document in pdf, doc, or docx format.

*File Size Limit: 4 MB*

### **Please attach a letter from a member of your board affirming this request.\***

Please provide this document in pdf, doc, or docx format.

*File Size Limit: 3 MB*

## **Supplemental Materials**

Feel free to provide any additional information or supplemental materials you think will be helpful.

*File Size Limit: 5 MB*

## *Terms and Conditions*

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Organizations who receive a grant are required to submit a report on program or project activities within one (1) year of the grant award. The report, which will be submitted online through our portal, consists of a narrative on the outcome of the initiative, financial accounting, and photos that illustrate your project or program. *Please note that subsequent requests for support will not be considered until all reports for prior grants have been received by the Martha's Vineyard Community Foundation.*

**By submitting this document, I attest that the information provided in this grant request is true and accurate.**

