

Community Development / Grant Funding Application

NORTH LAKES COMMUNITY COUNCIL. INC.
A Non-profit Community Service Organization

Name/Title of Project: _____
Sponsoring Resident or Organization: _____
Contact Person: _____
Address: _____
Phone: _____ Email: _____

Please Check One	
<input type="checkbox"/>	Charitable Donation
<input type="checkbox"/>	Project

(Please attach additional sheets if necessary)

Project location: *(Be specific: attach a map, if necessary)*

Describe the need/goal and proposed project/solution: *(You may attach any additional information that will help people evaluate the project such as studies, reports, a list of resources)*

Describe specific group the project benefits: *(You may attach any additional information that will help people evaluate the project such as studies, reports, a list of resources)*

Project Leader Name/Contact Info:

Role/Commitment to (# of days / week devoted to project) and methods of ensuring project goals are carried out:

Describe Partners and their role and commitment to the project:

Partner 1)

Name: _____

Partner Email: _____

Partner Phone: _____

Role/Commitment:

Partner 2)

Name: _____

Partner Email: _____

Partner Phone: _____

Role/Commitment:

What is the project lifespan? (How long will it last and when will it require refurbishing or replacement?)

Describe required community support for the project: (Does it need volunteer hours, maintenance or money to maintain weekly, monthly, annually?)

Can the project go forward with partial funding: If only part of your request can be offered does that put a stop to the project? Explain what portion of the project goes forward and what does not. Include detail of where other funding would come from.

Attach cost estimate broken down that the committee can analyze.

Projected Estimated Cost \$ _____

Estimated Project Start Date: _____

Preferred Completion Date: _____

Attach a high-level project schedule (Little Detail).

Points	Possible	Awarded	Explanation
Completeness	5		Is every area of the application filled out completely and is it legible? Typed responses preferred. Diagrams, maps drawings, CAD etc. will typically garner more points relative to the complexity of the project. May earn 5 points.
Location	10		Is the project located within the boundaries of the North Lakes Community Council? Location of project within the boundaries is preferred but does not disqualify a project from being ranked. Submitter may receive 2.5 points if the project is somehow related to NLCC groups and will benefit them. May earn 10 points.
Goal	20		Goal is considered the most important aspect of the application. What will the membership of the NLCC benefit from investing money with this project? May earn 20 points.
Management	5		Response must describe the administrative and operational structures that will be used for performing the proposed project. For example, consider: who will have overall responsibility for the contract? Who will have direct responsibility for specific disciplines? What will the lines of authority be? May earn 5 points.
O&M Support	10		Will this project require a continuous volunteer effort or other support? Describe: (Does it need volunteer hours, maintenance or money to maintain weekly, monthly, annually?) Less support garners more points. Less support indicates a project more likely to succeed. May earn 10 points.
Lifespan	20		How long will the benefit last? Will the project require additional annual funding to keep it going? Points directly awarded in relation to number of years' project is viable. May earn maximum of 20 points.
Schedule	10		Provide a schedule with key activities together with their resource commitment necessary to complete the project in accordance with schedule. How long will the project take to complete? May earn 10 points.
Partial Funding Phases	5		Can the project be built out in phases if only partial funding is available? Provide phase dollar amounts and short description. May earn 5 points.
Partial Funding Other Sources	5		Can the project go forward with partial funding? If a request is made for X dollars can it go forward with a lesser amount? Where is that "other" funding coming from? May earn 5 points.
Cost Estimate Detail	10		Is the cost estimate in sufficient detail to allow the committee to analyze the project and its probability of financial success? What part of the project is for administrative costs? May earn 10 points.
Totals	100		

Name / Title of Project _____

Amount Awarded: _____

Approval by NLCC Board: _____

Date Approved: _____