



Village of Grayslake Community Grant Program Outline

Overview

The purpose of the Community Grant Program is to offer support for Grayslake serving non-profit organizations through Village grants which are used to enhance the overall wellbeing of the community. The program seeks to form strong ties between the Village and its residents by demonstrating a commitment to groups that add to Grayslake's quality of life and provide a positive impact on the community.

This program allows the Village to award a limited number of grants within the annual budget process up to a specified dedicated line item amount. A set of criteria for eligible organizations is part of the program. Local governmental units or taxing districts are not eligible for the Community Grant Program.

Eligibility Criteria

The criteria for qualifying organizations is as follows:

- The applicant is an organization with 501c-3, 501c-4, 501c-5, 501c-6 status, or the local chapter of a veterans' organization
- The applicant's organization serves the Grayslake community.
- The mission of the organization is to provide arts and/or cultural awareness, educational, recreational, environmental, community or social services.

Funding Overview

- The Village's financial contribution shall not exceed 50% of the annual budget for the organization's project/service/program/event (not to exceed \$1,000).
- Applicants may apply for one grant per fiscal year.
- The total amount of grant funding provided by the Village on an annual basis shall not exceed \$10,000.

Application Process

The grant application process is as follows:

- The period for submitting a grant application for each fiscal year will be from the first business day in January until the 15th day in February each year.
- Applicants will submit a completed application form issued by the Village of Grayslake.
- Applicants will submit a completed and signed acknowledgement form.

Mayor: Rhiett Taylor
Trustees: Ronald L. Jarvis ~ Kevin D. Waldenstrom ~ Elizabeth Davies ~ Lalena Zoe Magnetta ~ Laura Dias ~ Pradip Sahu
Village Clerk: Cynthia E. Lee

Review and Award Process

The grant review and award process is as follows:

- At the conclusion of the application submission period, all applications from organizations that meet the eligibility criteria will be presented to the Mayor and Trustees for review and consideration.
- The Village Board may award grants as part of its annual budget process and prior to the start of the fiscal year (May 1) in which the grant will be disbursed.
- The Village Board has sole discretion as to how the available grant funding will be awarded.
- There is no guarantee that an organization will be awarded grant funding.
- Grant agreements and award checks for the selected organizations will be made available within the first quarter of the fiscal year in which a grant is being awarded.

Reporting Requirements

- Upon being awarded a grant, the organization agrees to provide a one-page report of the project/service/program/event that the grant funds were used toward.
- Upon being awarded a grant, the organization is encouraged to complete a presentation about their project/service/program/event at a Village Board meeting.



Village of Grayslake Community Grant Program Application

Name of Organization: _____

Non-profit status: 501c-3 501c-4 501c-5 501c-6 Other
Please attach documentation

Name of Contact for Organization: _____

Contact Phone Number: _____

Contact Email: _____

Date of Application: _____

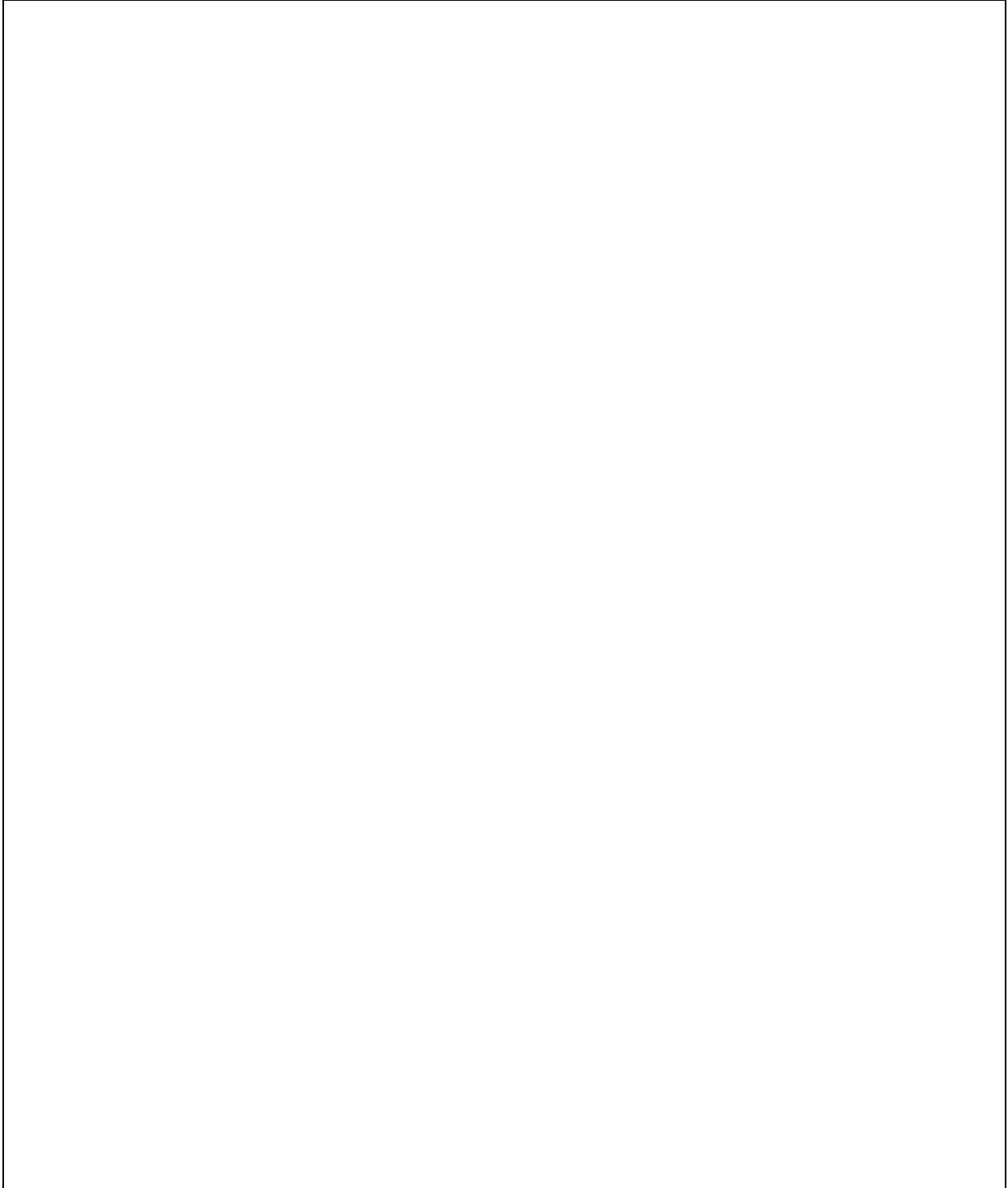
Amount of Grant Money Requested (maximum of \$1,000): _____

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Mission of the Organization:

Description and itemized budget for the Project/Service/Program/Event that grant funding is being requested for (please limit information to the space provided below):





Village of Grayslake – Community Grant Program Recipient Acknowledgement

I hereby certify that I am the authorized representative for the applicant organization (the “Organization”), and that the Organization is a Grayslake serving non-profit organization or association. I also agree that the Organization has adhered to all of the application process requirements, including submission timelines and requests for materials as outlined in the Village of Grayslake Community Grant Program Outline.

The Organization agrees to complete all of the requirements as outlined in the provided Village of Grayslake Community Grant Program Outline, including but not limited to the reporting requirements, within one year of any grant funding.

I understand that I have no entitlement to the grant funding that I am requesting in this application, and that it is within the Village’s discretion to approve or deny this or any grant application. I further understand that the Village’s decision with regard to this grant application is final. On behalf of the Organization and myself, I hereby waive any and all claims against the Village, its employees, officials, and representatives related to this application, including claims that now exist and claims that may exist in the future.

Name: _____

Signature: _____

Date: _____

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