

# HAVE YOU SUBMITTED A LETTER OF INTENT?

## Application Guidelines:

Grant application should be typed or electronically produced. Please follow application outline and questions.

Grants submitted for \$10,000.00 or less may be submitted to the Foundation any time and will receive a response within 30 days.

Grants over \$10,000.00 may be submitted up to and until the grant cycle due date of September 30, 2021 by 5:00 p.m.

Please be brief and concise.

Include the following:

- **BUDGET**  
Provide a breakdown of the total project cost, current funds raised and in hand, funding requests outstanding and how much more is needed for project.
- **FINANCIAL STATEMENT**  
This should include most recent Balance Sheet and Income Statement. If possible, please provide your financial statement from the previous year for the same period. We do not accept 990PFs or audited books
- **IRS 501 (c)3 letter**  
Must provide your own 501(c)3 letter. Tax-exempt governmental entities or agencies should submit a letter verifying their public status.

Applications will be accepted by mail or e-mail.

Treacy Foundation  
P.O. Box 1479  
Helena, MT 59624  
[director@treacyfoundation.org](mailto:director@treacyfoundation.org)

Call Foundation at 406-443-3549 if you have any questions about the grant application.

The Foundation will not award grants for:

Pass through Grants  
Operating expenses or salaries  
Travel or meals  
Political organizations, candidates or campaigns  
Non-charitable organizations  
Grants or loans to individuals  
Debt Reduction  
Electronics  
Vehicles  
Projects where your entity does not own the facility/building

**TREACY FOUNDATION  
GRANT APPLICATION**

**Organization Information:**

Date of Application \_\_\_\_\_

Organization name \_\_\_\_\_

Contact Person & Title \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_ City, State & Zip \_\_\_\_\_

Website \_\_\_\_\_ Email address \_\_\_\_\_

**Application Questions:**

Type of request: \_\_\_\_\_  
(Capital Campaign, Brick/Mortar, Matching/Challenge, Pledge, Multi-year)

Requested amount: \$ \_\_\_\_\_

Multi-year \_\_\_\_\_ If Yes, how many years \_\_\_\_\_ and how much each year \$ \_\_\_\_\_  
If Match/Challenge, specify amount \$ \_\_\_\_\_

Describe how grant funds will be used.

Give a brief description of the organization's history and mission

**What are the goals and objectives of the project for which you are requesting funds?  
Give current status of the project.**

**Describe what changes will occur as a result of your project and how this will help you be more sustainable if funding is received. Will this project generate its own revenue?**

**Describe your fundraising plan to secure funds to complete the project. Include current funds raised and in hand, funding requests outstanding, and how much more is needed for project. Including board support, in-kind donations, loans, volunteer support, fundraising events, corporate/private donors and/or government funding.  
Use separate sheet if necessary.**

**Have you applied to us before or received funding from us? If so, please provide date and amount of funding received.**

**Please list board members, if applicable.**