

R. Kubly Family Foundation, Inc.

Grant Information

The goal of the R. Kubly Family Foundation is to increase quality of life in Monroe, Wisconsin by increasing the number of highly educated individuals living and working in Monroe.

The R. Kubly Family Foundation will consider Grants in the following areas:

- Projects that increase the number of highly educated people to live in Monroe.
- Projects that have a direct correlation of improving the quality of life in Monroe and directly attract those with advanced degrees to move to Monroe and work in Monroe.
- Projects that contact local students who have moved away from Monroe for education or careers, to “bring them back” to Monroe.

What the R. Kubly Foundation does not fund:

- Capital projects or equipment
- Annual operations
- Endowments
- Travel funds, benefit tickets, or courtesy advertising
- Health and human services programs

The R. Kubly Foundation will consider grant requests from \$1,000 to \$20,000. Grant acceptance is subject to both meeting the goal of the foundation and the availability of funds.

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APPLICATION INFORMATION

- Applications must be delivered or postmarked on or before the application deadline of February 1 to the R. Kubly Family Foundation, Inc., 1112 7th Avenue, Monroe, WI 53566.
- The grant application may be reproduced.
- Grant announcements are made in writing by March 31 of each year.
- Include one copy of the following attachments:
 - 501(c)(3) Certificate of Tax Exemption
 - Most recent audited financial statement or form 990 tax return
 - List of board of directors and their affiliations
 - If an applicant organization is not a federally registered 501(c)(3), another organization must agree to serve as fiscal agent. A letter of agreement signed by both parties and a copy of the fiscal agent's 501(c)(3) must accompany the proposal.
- Organizations are limited to one application per grant cycle.
- Grant recipients may be asked to make a brief presentation about the project to the R. Kubly Family Foundation.
- Applications sent by facsimile or electronic mail are not accepted.
- Questions about the grant process may be directed to Sheila Berrey, The R. Kubly Family Foundation. She can be reached at info@RKublyFamilyFoundation.org

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APPLICATION COVER PAGE

This form may be recreated on a computer.

Annual Application Deadline: February 1

Application Date _____

Name of Applicant Organization: _____

Address: _____

Contact Person and Title: _____

Phone: _____ Email _____

Project Name _____

Total Project Budget: \$ _____ Amount Requested: \$ _____

Date Funding Needed: _____

Major sources of funding for the organization by percent and amount:

Your organization's federal tax exempt number: _____

Has the governing board of your organization adopted a policy which states that the organization does not discriminate on the basis of age, race, religion, gender, marital status, sexual preference, disability or national origin?

yes ___ no ___ Date policy adopted: _____

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6. Who would be your main audience for this project to affect? What method would you use to contact, promote and/or attract this audience to live and work in Monroe?

7. How will your project expand or complement existing community services, plus any arrangements to collaborate with other organizations?

8. Budget – please provide a line-item budget covering all projected expenses for this project.

Signature of authorized Board Member

Date

Signature of Executive Director

Date

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Outcome Measurement Resources

Measuring Program Outcomes: A Practical Approach, pg. 6-67, published by the United Way of America and available for purchase by calling 800-772-0008. Or online at <http://national.unitedway.org/outcomes/examples.htm>.

Management Assistance Program for Nonprofits: Basic Guide to Program Evaluation. Developed by Carter McNamara, a management consultant in St. Paul, Minnesota. The website describes evaluation techniques and explains how non-profit organizations can use them to assess their programs – at http://www.mapnp.org/library/evaluatn/fnl_eval.htm.