

GRANT APPLICATION

FOR

Black Hills Stock Show Foundation

Address: 444 Mt. Rushmore Rd North
Rapid City, SD 57701

Telephone: 605-718-0810
Fax: 605-718-0811

Web Site Address: www.bhssf.com

Email: foundation@bhssf.com

BHSSF GRANT APPLICATION

Instructions for Completing Grant Application Form

Applicants are requested to submit a complete proposal on the grant application form. A copy of each of the documents specified in Part V is required. **COMPLETION OF THIS FORM WILL FACILITATE OUR REVIEW.**

Please present pages in a folder. Applicants are encouraged to call or write the Foundation with questions about any of the application requirements.

PART I: IDENTIFYING INFORMATION

Name of Organization

Address Street

City

State

Zip

Contact Person/Title

Phone ()

What is the amount of grant monies requested from BHSSF? \$_____

What is the total goal of your fund raising effort? \$_____

Over what period of time? _____

Briefly describe your non-profit organization

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PART II: PROJECT DESCRIPTION

Please include a clear description of the project, need for the project, community support for the project, and project continuation plans. The application should explain how the project relates to the overall mission of the sponsoring organization. Please use space provided on the application form. If additional space is needed, please complete on a separate sheet, double-spaced and attached to this form.

Project Description:

The need for the project:

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PART II

Community support for the project:

Plans to continue project: Describe the expected results and the probability of continued support. Please indicate whether such support is projected from grants, donations, contracts or fees.

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PART IV: EVALUATION

Please detail the procedures by which the project will be evaluated including the name of the individual who will be making the final evaluation. **A final letter of evaluation shall be sent to the Black Hills Stock Show Foundation as soon as the project is completed.**

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PART V: ADDITIONAL INFORMATION AND AUTHORIZATION

Please include any pending circumstances which could affect the future operation of your organization such as audits, Board of Directors' support, staffing, by-laws and reporting requirements for charitable organizations. This section requires supplementary attachments.

Have you had any pending or recent lawsuits challenging the propriety of your disbursements and/or the actions of your staff, volunteers or board members? ___ Yes ___ No

Have you had any pending or recent publicity viewed as adverse or critical? ___ Yes ___ No

If yes, please furnish a summary of the circumstances.

Do you have an annual CPA Audit? ___ Yes ___ No Date of last Audit _____

(If you do not have an annual audit, please furnish a letter of explanation.)

Please forward the following supplementary information with the application:

- > Cover letter from appropriate individual authorizing the proposal and stating its priority among the organization's initiatives.
- > Names and Affiliations of your Executive Administrative Staff and/or Board of Directors.
- > Names and qualifications of staff (existing or new) who will be responsible for this project.
- > The applicant organization's Articles of Incorporation and most recent By-laws.

I acknowledge that all the information in this grant application is true and correct to the best of my knowledge. I agree to comply with the Final Evaluation Report as required in Part IV. I also certify that the funds applied for will benefit charity or a non-profit purpose.

Authorized Signature & Title

Date
