

2023 Paula Windham Fund for Education and Community Development

Community Foundation of Abilene

Organizational Information

Organization Type*

Choices

Public Charity [501(c)(3)]

Government Entity

Other Tax Exempt Organization

Fiscal Sponsorship*

Is the organization applying for this grant applying on behalf of another organization or group?

Choices

Yes

No

Sponsored Organization's Information

If you answered "Yes" to the above question, provide the name of the sponsored organization of group.

Character Limit: 100

IRS Determination Letter*

Please attach your IRS 501(c)(3) IRS Determination Letter. If you are not considered a charitable organization by the IRS, please upload one of the following:

- Fiscal Agent Letter
- W-9
- Articles of Incorporation

Eligibility requirements - Organizations with an IRS tax exempt status, municipalities, local governments, volunteer fire departments, churches, school districts, universities, colleges, trade schools, and chamber organizations located in a rural area. A rural area is defined by Community Foundation of Abilene as all territory that is not within the extra-territorial jurisdiction (ETJ) of any city having a population of one hundred thousand or more. If you have any questions regarding your charitable status, please reach out to Meagan Harris, mharris@cfabilene.org.

File Size Limit: 3 MB

Program Area*

Choices

- Arts and Culture
- Community Development and Leadership
- Education related to Agricultural Education and Ranch Management
- Health and Human Services
- Quality of Life

Preliminary Information

Project Name*

Use this space to title your funding request. For example, you may title this request "Operational Needs" or if making a program request, " XYZ Program Support."

Character Limit: 100

Amount Requested*

Character Limit: 20

Annual Operating Budget Amount*

Provide your total annual operating budget. If you are a government entity, provide only your annual department budget.

Character Limit: 20

Purpose of Organization*

Please provide your mission statement and a brief introduction to your organization and what you do.

Character Limit: 2500

Summary of Request*

Provide an overview of the proposed project.

Character Limit: 3500

Discussion of Need*

Please provide details about the program or project and describe how it meets the community needs as well as how funding will be used.

Some questions to answer:

What are the current needs, challenges, or problems this will address? How will funding be used to meet those needs/challenges? What is your target population? What are the program objectives and expected outcomes?

Character Limit: 5000

Community Reach

Current Programs and Activities*

Please provide information on current programs, activities, or events your organization offers for the community.

Character Limit: 3500

Are there similar organizations offering the same or similar services? If yes, please list them and explain how your services may differ from theirs.

Character Limit: 1500

Counties Served*

Please select all counties your organization serves and has a presence in. Any applicants outside of counties listed that are within a 150 mile radius of Oplin, Texas will also be accepted. Please check the box "Other" if the county you serve is not listed.

Choices

- Brown
- Callahan
- Coleman
- Comanche
- Eastland
- Fisher
- Haskell
- Jones
- Kent
- Knox
- Mitchell
- Nolan
- Runnels
- Scurry
- Shackelford
- Stephens
- Stonewall
- Taylor
- Throckmorton
- Other

Please list the county you serve if you chose "Other."

Character Limit: 250

Governing Board Members*

Upload a list of the organization's Board of Directors.

File Size Limit: 1 MB

Financials

For the **Financials** section where uploads are needed. The following formats will be accepted.

- doc or docx(Microsoft Word)
- xls or xlsx (Microsoft Excel)
- pdf (Adobe)

Only one document can be uploaded per section. If you have separate documents for a specific section, please combine into one document and upload.

Annual Operating Budget*

Please upload your current year annual operating budget.

File Size Limit: 2 MB

Balance Sheet*

Please upload a current Balance Sheet or Statement of Financial Position for your organization. This is not a P&L Statement.

If you do not have one, please use the link to access an excel format of the Balance Sheet and upload. Please note that you may edit line items in the balance sheet to fit your organization.

File Size Limit: 1 MB

Financial Narrative - Optional

Upload a financial narrative to better explain your budget and/or balance sheet. Examples would be a large cash balance on hand, budget issues, or better explain how things are going financially and where your organization is headed.

File Size Limit: 1 MB

Financial Audit

Please upload your most recent audited financial statement or financially prepared statement by a CPA with management letter. If you do not have one, upload your most recent 990 tax form on the next question.

File Size Limit: 5 MB

Most Recent 990 Tax Form

Please upload your most recent 990 tax form here if you do not have a financial audit or financially prepared statement.

File Size Limit: 5 MB

Additional Project Information

Collaborations/Partnerships*

Is your organization collaborating with the community in support of this project? Has your organization secured additional funding partners? Is your board of directors in support of this project and are they supporting the fundraising effort?

Character Limit: 2500

Capital Project Budget or Bid

If your request includes capital needs, please use the space below to upload a capital project budget or bid. Please provide additional information to better understand the budget or bid uploaded.

Character Limit: 2000 | File Size Limit: 2 MB

Project Start Date

Please enter the estimated start date for your project.

Character Limit: 10

Project End Date

Please enter the estimated end date of your project.

Character Limit: 10

Additional Supporting Documents

If you have other information to support your application, compile it into one document and upload it here. For this section, additional file types are supported to allow for photos or graphics to be uploaded.

Example of supporting documents:

- master plan of the project
- documentation for a match challenge
- photographs of the current need or phase of the project

File Size Limit: 5 MB

Verification*

I verify that the information included in the application is true and correct.

I understand that I may be required to submit additional information as requested, including, but not limited to, the organization's bylaws.

Choices

Yes

No