

VETERAN COMMUNITY ACTION GRANT APPLICATION

SECTION ONE: ORGANIZATION INFORMATION

We particularly want to encourage grassroots, community-based, constituent-led organizations, but we also consider programs from local chapters of national organizations.

Legal Name of Organization: _____

Also known as/doing business as Name of Organization: You may provide another name your organization uses (for example: the legal name of your organization may be the Smithfield Veterans Relief Organization, Inc., but it may be commonly known or do business as Smithfield Vets)

CONTACT PERSON

This person should be familiar with the project or program proposal.

First Name: _____ *Last Name:* _____

Job Title or Role: _____

Phone Number: _____

Email: _____

ORGANIZATION ADDRESS & KEY INFO

Street Address: _____

City: _____ *State (***DROPDOWN***)*

ZIP: _____

Phone: _____

Website: _____

Organization's EIN (IRS Tax ID): _____

Year Founded: _____

Organization's Annual Revenue (pick one):

<\$50,000 \$50,000-100,000 \$100,000-\$250,000 \$250,000-\$500,000

Organizations with annual revenue greater than \$500,000 are not eligible to apply for this grant. If your organization's last 990 return shows revenue greater than \$500,000 in line 12, your application will be disqualified.

Check here if you are a local chapter of a national nonprofit organization.

Check here if your organization has received an American-Made Heroes Foundation Fund grant in the past.

ORGANIZATION'S DOCUMENTS

Please upload or share links to files for three documents. If you choose to share links, you can use a free service such as Dropbox ([how to video](#)), Google Drive ([how to video](#)), or Jumpshare. If your organization has these files posted on the organization's website, you may use a direct link to each document on your website. **Please double-check that links you share will allow anyone with the link to view the file!**

PART A: DOCUMENTS THAT SHOW TAX-EXEMPT STATUS AND YOUR ORGANIZATION'S REGISTRATION WITH YOUR STATE

Please upload or provide a link to **EACH** of the following:

1. FEDERAL PROOF OF TAX-EXEMPT STATUS:

PDF or image of IRS determination letter showing organization's 501(c)(3) status OR a link to an online copy of the IRS determination letter. **Please make sure the organization's name on the IRS determination letter matches the "Legal Name" you provided in Section 1. Religious organizations which have not applied for an IRS determination letter may upload a copy of EIN Confirmation Letter (CP 575) or EIN Verification Letter (147C) instead.**

0. STATE PROOF OF ORGANIZATION'S REGISTRATION AND STATUS:

PDF or image showing that your organization is in good standing with your state's Secretary of State, or a copy of a Certificate of Good Standing. **Please provide a copy of the screen shot from the Business Search on the Secretary of State's website showing an ACTIVE status OR other evidence of authority to conduct business in your State. If you recently renewed your ACTIVE status and your organization's record on the Secretary of State's website is not updated, you may provide a screenshot of the payment/transaction to establish or renew ACTIVE status.**

PART B: DOCUMENT SHOWING THE ORGANIZATION'S OVERALL INCOME/EXPENSES

Please upload or provide a link to **ONE** of the following:

3A. For organizations that have filed a 990-EZ or 990, please provide your most recently filed 990-EZ or 990.

OR

3B. For organizations that have filed a 990-N (postcard 990) or who are new and have not yet filed a 990-EZ or 990, please provide the organization's budget for your current operating year. **Budgets should clearly show projected income sources as well as projected expenses (including staffing, fundraising, administrative, and program expenses).** If you need help drafting an organizational budget or a budget template, [see this article for help.](#)

SECTION TWO: ABOUT THE PROJECT OR PROGRAM

We are open to a variety of projects that help veterans including, but not limited to, initiatives in education, employment, the arts, recreation, housing, health, and human needs. Each project makes a meaningful difference in the lives of veterans and improves the enjoyment and quality of life for veterans. We look for programs and projects that embody Evan Williams' brand values: hard-working, humbly confident, reliable, and imbued with American spirit. We do not fund programs and projects that serve people under the age of 21 or addiction/recovery related programs.

PROJECT CATEGORY (PICK ONE): *If your project addresses multiple categories, please pick the category where your project will make the largest difference in the lives of veterans.*

- Basic human needs (housing, food, clothing, etc.)*
- Career and education assistance*
- Community and recreational activities (any group activities or trips, sporting activities, music, theater, and the arts)*
- Health and well-being (physical and mental healthcare services, personal protective equipment, assistance with disabilities)*
- Supporting equity and inclusion (service to historically marginalized communities, financial counseling for economically disadvantaged individuals, inclusive leadership/mentoring, etc.)*

ADDITIONAL CERTIFICATIONS:

Having a program that serves youth or provides addiction/recovery services does not disqualify your organization from applying. However, no funds received through this grant can be used to support services to those under 21 or to fund addiction/recovery services.

I certify that any funding received from the American-Made Heroes Foundation Fund will NOT be used to serve people under the age of 21 or for addiction/recovery related programs.

PROJECT TITLE: *Provide a short title for the project you'd like us to help fund. Choose a name that easily identifies how you're serving U.S. military veterans and that will distinguish it from any other projects.*

Project title (up to 10 words in the space that follows):

PROJECT OVERVIEW: *Please provide a very brief description of the project American-Made Hero Foundation Funds will support. You will have the opportunity to tell us the details of your project in the next series of questions.*

Project overview statement (up to 50 words in the space that follows):

PROJECT IMPACT: This section asks detailed questions about your project or program. Your answers will be reviewed by the grant review team and scored using a standardized scoring rubric. Please see our "sample grant application" for tips about what makes a strong answer.

You may answer the next five questions in written format or, if you are more comfortable answering them in a video format, you may do so by checking the "video format" option, and uploading your video.

If you choose to submit a video, please do not provide a "generic" video about your organization. Your video should address the next five questions in the same order, and should be between four and five minutes long. Your presentation must be in English or, if in another language, it must be subtitled in English. Your video must not contain images of individuals under the age of 21. This does not need to be a professionally produced video, and you may record it on a phone or computer and upload it here.

VIDEO FORMAT WRITTEN FORMAT

1. What need or problem facing veterans does your project or program address? Please include a plain statement of the problem that exists or the challenge veterans are facing. Provide evidence that this is a problem for the veteran community. You will tell us how your project or program will help meet veterans' needs in the next question. (up to 100 words in the space that follows)

0. How will your program or project help meet this need or solve this problem, and how will you get it done? Please be specific about what this project will do and how you'll make the project happen. You may wish to include details of "who, what, where and when". (up to 200 words in the space that follows)

0. How will you know you've made a difference and how will veterans' lives improve as a direct result of your project or program? Describe how your project will lead to sustained improvement in or have a positive impact on the lives of veterans. Tell us how you measure success. (up to 75 words in the space that follows)

0. Tell us a bit about your organization's past success in providing services to veterans. You may also wish to share how your organization involves veterans in leadership, planning, and/or service delivery. (up to 75 words in the space that follows)

0. Tell us how this project or your organization addresses issues of diversity, equity, and/or inclusion. Diversity, inclusion, and equity mean different things to different organizations in different parts of the country. (up to 100 words in the space that follows)

You are welcome to share up to three links to supporting materials such as the organization's Facebook, Instagram, or Twitter accounts, or an annual report highlighting your work on behalf of veterans. This is optional. Please provide a brief description of what you're sharing followed by a URL link.

1. **Description:**
Link:

- 2. *Description:*
Link:
- 3. *Description:*
Link:

PROJECT BUDGET:

The next questions will help you show us:

- The overall EXPENSES for the program or project
- The overall FUNDING SOURCES for your program and who is supporting this program

PROJECT EXPENSES

- **List your anticipated expenses for the specific project described in Section 2, followed by the amount you expect to spend in each area for this specific project.** Your total project budget will auto-calculate at the bottom as you add items. Be **specific** when describing your project’s needs. These needs might be for staff, materials, food, equipment, transportation, supplies, training, travel, or other items or services.

EXAMPLE PROJECT NEED	AMOUNT
<i>Salaries & wages: 10 hours of Executive Director’s time coordinating project</i>	\$200.00
<i>Equipment purchase: adaptive seats</i>	\$3,000.00
<i>Supplies for project including handouts, equipment rental, registration tables</i>	\$2,000.00
<i>Food for three events for 100 attendees and volunteers at each event</i>	\$1,000.00
<i>Transportation assistance for up to 30 veterans during project</i>	\$500.00
<i>Trainer stipends for three events</i>	\$1,500.00
TOTAL PROJECT EXPENSES:	\$8,200.00

PROJECT NEED *(field)*

AMOUNT *(field)*

TOTAL: (autocalculates)

FUNDING SOURCES FOR THE PROJECT

- **Show how you will fund your project.** Please show us the “big picture” of how the Expense Budget above will be funded. Our average grant size is \$5,000 and you may use this figure as one of your funding sources. The total funding budget will auto-calculate at the bottom as you add funding sources. Your expense and funding source totals should be the same. **For each funding source, please indicate whether the funds are secured or not yet secured.** Be **specific** when telling us who is supporting this project or program.

EXAMPLE FUNDING SOURCES	Indicate status	AMOUNT
<i>American-Made Heroes Foundation Fund</i>	<input checked="" type="checkbox"/> Applied for, not yet secured <input type="checkbox"/> Funds secured or pledged	\$5,000.00
<i>In-kind donations of food from VOA Community Kitchen</i>	<input type="checkbox"/> Applied for, not yet secured <input checked="" type="checkbox"/> Funds secured or pledged	\$700.00
<i>Event sponsor: Bass Pro Shops</i>	<input type="checkbox"/> Applied for, not yet secured <input checked="" type="checkbox"/> Funds secured or pledged	\$500.00
<i>Donation from TARC for transportation assistance</i>	<input type="checkbox"/> Applied for, not yet secured	\$500.00

	<input checked="" type="checkbox"/> Funds secured or pledged	
Special event fundraiser	<input type="checkbox"/> Applied for, not yet secured <input checked="" type="checkbox"/> Funds secured or pledged	\$1,000.00
Grant from Healthy Hometown Foundation	<input checked="" type="checkbox"/> Applied for, not yet secured <input type="checkbox"/> Funds secured or pledged	\$500.00
TOTAL PROJECT INCOME/FUNDING:		\$8,200.00

FUNDING SOURCE *(field)*

STATUS *(field)*

AMOUNT *(field)*

TOTAL: (autocalculates)

PROJECT SCOPE:

How many veterans will your project or program serve or benefit? If this is a multi-year project, please tell us how many people will be served through this project in one year. (up to 10 words in the space that follows)

PROJECT STAFFING:

Every project needs people involved to make it happen. In order to help us understand how this project or program will be supported, please choose the statement that most closely applies to the budget you've outlined:

- 100% PAID STAFF: Paid staff or subcontractors will support the program or project.
- 100% VOLUNTEER STAFF: This program or project will be staffed by unpaid volunteers.
- A MIX OF PAID & VOLUNTEER STAFFING: A mix of paid staff/subcontractors and unpaid volunteers will support this program or project.

Please estimate how many total hours of volunteer and/or staff time will be needed to support your project or program. (up to 10 words in the space that follows)

SECTION THREE: ABOUT THE VETERAN LEADER ASSOCIATED WITH YOUR ORGANIZATION

Each applicant organization **must** submit information about a U.S. military veteran who is involved with or supports your organization. Each year, Evan Williams celebrates being American-made and owned with the release of limited-edition American Hero bottles and by recognizing a diverse group of U.S. military veterans named Evan Williams American-Made Heroes. These American-Made Heroes exemplify what it means to serve and continue to give back to their community through involvement with nonprofits serving veterans.

Please confirm the veteran associated with this project or program is over the age of 21.

The veteran associated with this project or program agrees to be featured in marketing materials related to the American-Made Heroes program: Yes No

VETERAN'S INFORMATION

First Name: _____ Last Name: _____

Street Address: _____

City: _____ State (DROPDOWN) ZIP: _____

Email: _____ Phone number: _____

Date of Birth (mm/dd/yyyy): _____

In what branch of the military did Veteran serve? _____

What was Veteran's last rank held? _____

What was Veteran's last position held? _____

Gender Identity:

- Female
- Male
- A gender not listed
- Prefer to self-describe: _____
- Prefer not to say

Demographic data:

- American Indian or Alaskan Native
- Asian
- Black or African American
- Native Hawaiian or other Pacific Islander
- White
- Some other race, ethnicity, or origin
- Prefer to self-describe: _____
- Prefer not to say

Ethnicity: Are you of Hispanic, Latino/a, or of Spanish origin?

- No, not of Hispanic, Latino/a, or Spanish origin
- Yes, of Hispanic, Latino/a, or Spanish-origin

Prefer to self-describe: _____

Prefer not to say

How did this veteran's military service and experiences affect their life? We'd like to get a sense of who this veteran is. Feel free to tell us about their service history and how their military service changed their lives or inspired them to give back to their community. (up to 350 words in the space that follows)

What is the veteran's relationship to your organization and how long has the veteran been involved with your organization? They may have started the nonprofit, be a staff member, committed volunteer, or board member. They may also be a community member who has reached out to partner with a nonprofit to serve the shared community. (up to 75 words in the space that follows)

Why is this particular project or program important to this veteran? Help us understand why the veteran cares about this project! (up to 150 words in the space that follows)

What is remarkable about this veteran? What is it about this veteran that makes you want to nominate them to be an American-Made Hero? Please tell us something that's unique or special about this veteran that makes them stand out in your eyes. Whether it's an award or recognition they received, a life circumstance they've overcome, an interesting project they've started, or special skills or talents they have—help us get to know the veteran. (up to 150 words in the space that follows)

We love learning more about veterans who give back to their communities! You are welcome to share up to three links to additional information about the veteran, such as the veteran's website, a news story about her/his work with your organization, or a video or photo. This is optional. Please provide a brief description of what you're sharing followed by a URL link.

1. *Description:*

Link:

2. *Description:*

Link:

3. *Description:*

Link: