

PLAINVIEW ELGIN MILLVILLE FOUNDATION

Grant Guidelines and Application

The Plainview Elgin Millville Foundation (PEMF) provides grants to support programs and projects that improve the quality of life and build a stronger sense of community in Plainview, Elgin, Millville and the area.

Requirements

Proposals must be submitted by a 501(c)(3) nonprofit organization or a unit of government, such as municipalities, townships, and school districts, or a church. Applicants that are not tax-exempt organizations must apply through a suitable fiscal agent described in the previous sentence. By submitting your application, you agree to begin your project within one year of the grant application funding, if any, or to return your grant to PEMF. (This does not prohibit you from completing a new application in the future.)

Criteria

The PEMF Board of Directors uses the following criteria when evaluating applications:

- The proposed project directly benefits the population living in the greater PEM area.
- There is a need in the community for the project or service.
- Projects that promote volunteer participation and citizen involvement.
- Projects with a high potential for success as demonstrated by the organization's degree of commitment and the ability to obtain needed resources to plan, organize, implement and complete the project with integrity.

Generally, PEMF does not make grants to:

- Political campaigns
- Individuals
- Capital/building campaigns
- Endowments
- Fraternal organizations or school athletic funds
- Religious organizations that are purely denomination or sectarian in purpose
- National health agencies or their affiliates
- General operating budgets of tax-supported education institutions or government agencies
- Sports leagues or athletic organizations for day-to-day operations
- General operating support to foundations that are themselves grant-making bodies
- Trips and tours (unless clearly educational in nature)

PEMF will operate without discrimination and will award grants only to agencies and organizations that do not discriminate as to age, race, religion, disability, sex or national origin. All grants are awarded on the discretionary authority of the Board.

**Plainview Elgin Millville Foundation
241 West Broadway, Plainview, MN 55964**

**For more information and donation options, call the PEM Foundation at:
507-534-2229, or send an email to: PEMFoundation@smiffoundation.org.**

GRANT APPLICATION

Name of Organization _____

Date of Application _____

Mailing Address _____

Organization Tax ID # _____

Contact Person Name: _____ Phone No. _____

E-mail _____

Does the organization have tax-exempt status? (check one) ☐ Yes ☐ No

Is there a Board to oversee this program/service? (check one) ☐ Yes ☐ No

Name of Board President or Chairperson _____

Telephone and e-mail of Board President or Chairperson (____) _____

Total Project Cost \$ _____ Amount of Funding Requested \$ _____

*Please attach a complete budget for the project/service.

Attach answers to the following questions to this application:

1. Describe your proposed program and/or project.
2. If awarded, describe how you will spend the requested funds and provide a timeline for implementing your project.
3. How will this program/service make a difference to the individuals/community served?
4. How will the program directly affect people living in the Plainview-Elgin-Millville area and how will you measure your results?
5. The PEMF considers applications on a quarterly basis unless an emergency or special circumstance exists that requires an expedited review of an application.
 - a. Are you requesting an expedited review of your application? ☐ Yes ☐ No
 - b. If yes, please attach an explanation as to why your application requires expedited consideration. (*Typically expedited review occurs at the next board meeting*).

Has this program/service been offered in our area before? (check one) ☐ Yes ☐ No

Is the funding request for an expansion of an existing program or is it for a new program?
(check one) ☐ Existing ☐ New

Indicate the projected number of people to be served by your project:

Youth 0-18 _____ Adults _____ Businesses _____ Communities _____

Other comments: