

2024 Paula A. 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 or 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/Program Name*

Use this space to title of the 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

Total Amount of Funding Required for the Project/Program

Character Limit: 20

Annual Operating Budget Amount*

Provide the total annual operating budget. If the applicant is a government entity, provide only the annual department budget.

Character Limit: 20

Purpose of Organization*

Please provide the organization's mission statement and a brief introduction to what the organization does/provides.

Character Limit: 2500

Summary of Request*

Share a brief description (3-5 sentences) of the project/program for which funds are needed.

This project summary could be included in a publication that provides an opportunity for additional consideration of the grant requests.

Character Limit: 750

Community Reach

Project/Program Description*

Please provide details about the program or project with more detail than the summary of request above.

Some questions to answer:

What is the target population? What are the program objectives and expected outcomes?

Character Limit: 3000

Community Need*

Describe the specific community need or issue the organization aims to address with this grant funding. Please provide details on the nature of the need, its significance within the community, and how addressing it aligns with your organization's mission and goals.

Character Limit: 3000

Community Impact*

Explain the anticipated community impact of the proposed program or project. Detail how it will add value to the community, including any positive changes, benefits, or improvements expected. Additionally, discuss how the organization plans to measure and evaluate the effectiveness of the program in achieving these community impacts.

Character Limit: 2500

Current Programs and Activities*

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

Character Limit: 3500

Similar Organizations

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

Character Limit: 1500

Collaborations/Partnerships*

Please describe any partnerships or collaborations the organization has established within the community to support the current project/program. Additionally, outline any other forms of community support or involvement that contribute to the success of your organization's initiative.

Character Limit: 2500

Counties Served*

Please select all counties your organization serves and has a presence. 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

Other Counties Served

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

Character Limit: 250

Financials

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

- doc or docx (Microsoft Word)
- xls orxlsx (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 the organization's current year annual operating budget.

The Annual Operating Budget uploaded should match the amount entered in the ***Preliminary Information*** section above.

File Size Limit: 3 MB

Balance Sheet*

Please upload a current Balance Sheet or Statement of Financial Position for the organization. ***This is not a Profit & Loss 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: 3 MB

Financial Narrative - Optional

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

Character Limit: 1000 | File Size Limit: 5 MB

Financial Audit

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

File Size Limit: 5 MB

Most Recent 990 Tax Form

Please upload the most recent 990 tax form here if the organization does not have a financial audit or financially prepared statement.

File Size Limit: 5 MB

Future Funding*

Describe future plans for funding this project/program, if applicable.

Character Limit: 2000

Additional Supporters and Pending Requests*

Use the space below to list all entities asked to provide financial support to the project/program. Include their responses to date and dollar amount committed.

Character Limit: 1000

Additional Project Information

Capital Project Budget or Bid

If the request is a capital request, please use the space below to upload a capital project budget, bid, or finalized cost estimate. Additional information to better understand the budget or bid uploaded can be provided in the space below.

A capital request is defined as a request for funds to purchase, maintain, or improve a physical asset. This includes expansion or renovation of a building, purchasing major equipment (exceeds \$5,000), or construction of a new facility.

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

Governing Board Members*

Upload a list of the organization's Board of Directors. If available, include their professional, business, or community affiliations, in addition to their position on the board.

File Size Limit: 1 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