



Battle Creek Chapter of Credit Unions
Grant Application
Due by July 31

Grant requests must support the Credit Union Philosophy of "People Helping People." Preference will be given to organizations or projects that help to raise the overall level of social and economic well being of those in our communities.

Date of Application: _____ Response needed by: _____

Legal name of organization applying: _____
(Should be same as on IRS determination letter & as supplied on IRS Form 990)

Address: _____

Email: _____ Phone: _____

Contact Person: _____ Tax Identification Number: _____

Signature and Title of Responsible Party: _____

Briefly summarize the purpose of your request:

Who will benefit from this project?

What is the timeframe in which the program will be administered?

Briefly describe funding options/plans for this project:

Amount requested from Battle Creek Chapter of Credit Unions: \$ _____

Total Project Cost: \$ _____

Has your organization received funds in the past from BC Chapter of Credit Unions? Yes No

If so, when? _____ How much? \$ _____

Public acknowledgment of this grant is a condition of approval and will be coordinated by representatives of the Battle Creek Chapter of Credit Unions.

Application can be mailed to Heather Luciani (BC Chapter of Credit Unions Secretary), c/o Marshall Community CU, 839 W. Green St., Marshall, MI 49068 OR to any member of the Chapter executive committee. You may reproduce this form on your computer. Please call Heather Luciani at 269.781.9885x101 if you have any questions.

Date Received:	_____
By:	_____
CU:	_____



Battle Creek Chapter of Credit Unions

DISCRETIONARY GRANTS FROM UNRESTRICTED CHAPTER FUNDS

The Battle Creek Chapter of Credit Unions will seek and accept grant applications from area non-profit organizations whose programs support the Credit Union Philosophy of "People Helping People." Preference will be given to organizations or projects that help to raise the overall level of social and economic well being of those in our communities.

Each application will be reviewed after submission by a member of the Chapter executive committee to ensure the application is complete and the organization is eligible to make application. The application will then be submitted to the Chapter Chairperson or Secretary for adding to the agenda for consideration of funds at our next allocation meeting. (Typically September of each year.)

GUIDELINES

1. Generally, contributions are restricted to organizations that have been granted 501(c)(3) tax exempt status.
2. Requests shall be made in writing outlining the specific need that will be addressed (see application).
3. Contributions should benefit a significant number of people, when possible.
4. Contributions are one-time in nature and are for one year only.
5. Contributions will not be made to or for:
 - a. churches or religious organizations
 - b. organizations that discriminate by race, creed, gender, national origin or sexual orientation
 - c. sports teams, sports related events, choirs, bands, fraternal or social organizations
 - d. travel related expenses, including student trips or tours
6. Contributions are made to groups and organizations and not individuals.
7. These grant guidelines apply to general requests for donations; however we may make special arrangements in some circumstances.
8. A press release showing the Chapter support of your organization is a condition of grant approval. A Chapter representative will coordinate the press release with the contact person.
9. In order to ensure that the purpose of the grant is fulfilled, the Chapter requests a follow up report which may include:
 - a. Project summary
 - b. Press release(s)
 - c. Pictures taken during the program or projectOrganization's failing to submit a final report may not be considered for future grants.