

Jefferson County Genealogical Society

2023 Grants Program Summary

For 2023, the Jefferson County Genealogical Society expects to award one cycle of **grants to nonprofit organizations conducting programs or projects involving genealogical aspects:**

- A. Genealogical Research**
- B. Genealogical Literature**
- C. Family History Storage**
- D. Cemetery Restoration**
- E. Public Facility Improvements**

The Grants Review Committee shall focus on the following criteria when reviewing grant applications:

- A. Projects must primarily serve Jefferson County residents.
- B. Likelihood of success of the proposal (i.e., will the dollar amounts sought likely accomplish the professed goal of the proposal?)
- C. Partnerships or leveraged – whether the funds will serve to bring other partners or funding to the project?
- D. Operational expenses such as travel, conference costs, ongoing support or expense costs, maintenance costs, etc., shall be given low priority in award decisions, but shall not be necessarily excluded from consideration.

An organization that is doing charitable work without an IRS 501(c)(3) determination may be awarded a grant if a fiscal agent is designated. The fiscal agent must have IRS 501(c)(3) status and agree to monitor and report on the grant.

Grants will be made for one (1) time only for the calendar year, and reports on the project's accomplishments and finances are required during and at the end of the grant period.

Grant Application Form: Copies of the application can be requested from the Jefferson County Genealogical Society. *NOTE: Applicants may submit the application directly to the society or by email attachment to JCGS@cinergymetro.net.*

Due Date: The Jefferson County Genealogical Society has one grant cycle per year for Community Services Grants. **Applications for 2023 grants are due by 4:00 p.m. on Friday, October 28th, 2022.**

Delivery: Submit a completed copy of this application form (*attachments may NOT be included*) to:

Jefferson County Genealogical Society Grants Review Committee
P O Box 651
Madison, IN 47250

Notification on Grant Awards: The Grants Review Committee evaluates applications and makes recommendations to the Jefferson County Genealogical Society in late November 2021. In January 2023, applicants will be notified by letter of funding decisions. Grant recipients must sign a Jefferson County Genealogical Society Grant Agreement prior to receiving their checks.

**JEFFERSON COUNTY GENEALOGICAL SOCIETY
2023 COMMUNITY SERVICES GRANT APPLICATION**

I. ORGANIZATION INFORMATION

Organization _____

Is the organization tax exempt under IRS 501(c)(3)? _____ **EIN#** _____

If organization is not IRS 501(c)(3), who will serve as fiscal agent if a grant is awarded?

Organization's charitable purpose:

Organization Director _____ **Title** _____

Phone _____ **email** _____

Mailing address _____

Board of Directors (*names only*):

Approximate number of volunteers for the organization who live in Jefferson County _____

List typical volunteer activities:

Sources of total organization revenue in the most recent fiscal year:

____ % from donations including individuals, private grants, fundraising events

____ % from government support including local, state, and federal grants

____ % from service fees

____ % from other sources (describe) _____

Total organization expenses in the most recent fiscal year _____

Endowment or reserve funds at end of most recent fiscal year _____

Total organization budget for current fiscal year _____

Current debt _____

II. Grant Request

Title of program or project _____

Focus (check): Genealogical Research Public Use Facility Improvement
 Genealogical Literature
 Family History Storage
 Cemetery Restoration

Anticipated start date _____ Anticipated completion date _____

Define the problem or unmet need that this project will address:

How many Jefferson County residents will benefit from the project? _____ per year

Describe your project and identify the project's innovative approach:

What activities will be implemented?

Who will implement these activities? ____ # staff ____ # volunteers

Describe your criteria for a successful project:

How will you measure success?

III. PROJECT BUDGET

Show a balanced project budget, prorating expenses and revenues for this project as necessary

EXPENSE BUDGET: List items needed for this project	Total Amount Needed	Amount Requested
TOTAL COSTS FOR THIS PROJECT	\$	\$

REVENUE BUDGET: List fund sources for project	Amount Committed	Amount Pending
Jefferson County Genealogical Society Grant:		
Your organization's contribution to this project:		
List other sources of funds for this project:		
TOTAL FUNDS FOR THIS PROJECT	\$	\$

If the Jefferson County Genealogical Society provides a grant of less than the amount you request, how will your project be adjusted?

If the Jefferson County Genealogical Society provides a grant this year, what steps will you take during the year to grow the funding base to sustain the project in future years?

IV. APPLICATION AGREEMENT AND SIGNATURES

As authorized representatives of our organization, we have reviewed the grant application for completeness and certify that all the required information is accurate. If the applicant organization is awarded this grant, in full or in part, the undersigned agree to acknowledge and recognize the support of the Jefferson County Genealogical Society in this project in all announcements and written materials. As an officer and/or employee of this organization, we further agree to send the Jefferson County Genealogical Society copies of announcements, including newspaper, newsletter and magazine articles related to this project.

Further, as an authorized representative of this organization, we agree to:

- 1. See that the funds are used solely for the stated purpose.
- 2. Have the organization repay any portion of the amount which is not used for the purpose of the grant.
- 3. Return any unexpended funds if the organization is notified by the Internal Revenue Service of its loss of 501(c)(3) or nonprofit status.
- 4. Submit a final report thirty (30) days after the completion of this project. We understand that our organization's failure to submit its final report will preclude it from being awarded future grants from the Jefferson County Genealogical Society.

Signature of Board President

Signature of Organization Director

Organization

Phone **Date**

Phone **Date**

As necessary, please use this space to continue any part of the grant application that could not be entered into the space provided. We will review only this four page application. No attachments will be accepted.