



Spring 2010 Community Grants

Frequently Asked Questions

1. Who may apply?

Grants are made to not-for-profit organizations for the benefit of the residents of Muhlenberg County, Kentucky. It is our preference that the organization receiving the grant also be located in Muhlenberg County.

Applicants must be either: 1) recognized by the Internal Revenue Service as a 501(c)(3) charitable organization; 2) a church; or 3) a unit of government serving Muhlenberg County, Kentucky.

Please note, the Foundation does not support:

- Grants to individuals;
- Grants to faith-based institutions for religious purposes or expansion of church facilities;
- Dinners, benefits or other fund raising events;
- Requests that seek to substitute or supplant funding that is the legitimate responsibility of government.
- Requests from units of government that have their own capacity to raise funds, or requests that are intended to reduce the funding responsibilities of taxing authorities.

2. What are the main eligibility requirements to apply for a grant?

The Foundation will consider proposals that support civic, educational or cultural projects in Muhlenberg County, Kentucky.

3. What if I don't have a formal proposal for an application, but I just want to share an idea with the Foundation's Board and Task Force?

If you have an idea to share with the Foundation's Task Force, visit the [Task Force page](#) [*hyperlink to Task Force Page*] of our website. An inquiry form may be downloaded from that page and submitted to the Foundation for consideration.

4. How much funding is available for the grant applications due on Monday, March 1, 2010?

The Board plans to make awards that total \$500,000 during this grant period. Funding decisions will be announced in June 2010.

5. How much funding can we apply for?

Grants of any amount up to \$50,000 will be considered. There is no minimum grant amount. However, the maximum grant awarded will be \$50,000.

Please note, grant applicants requesting \$5,000 or more will be contacted by the Martin Foundation for more detailed information than required in the initial application.

6. When are grant applications due?

Grant applications must be received or postmarked by no later than Monday, March 1, 2010. Incomplete or late applications will not be accepted. Faxed applications will not be accepted.

7. What are my chances of receiving a grant?

The Board anticipates strong competition for the grants, so there will be some applicants who will not receive grant awards.

8. If I have questions about the application, what do I do?

Contact Lindsey Ransdell, Program Officer for the Felix E. Martin, Jr. Foundation at (270) 977-9194 or submit a comment on our [contact page](#). [*hyperlink to **Contact Page***].

9. How can I get additional copies of the application?

Additional copies are available to download from the [Grant Application Page](#) [*hyperlink to **Grants – Grant Application Page***]. Alternatively, you can call Lindsey Ransdell at (270) 977-9194 and an application will be sent to you by U. S. Mail.

10. How do I submit my application?

Applications may be submitted by e-mail, by U. S. Mail, or by overnight delivery. All applications must be received by the Foundation, or postmarked by the U. S. Postal Service, by **Monday, March 1, 2010**. An e-mail will be sent to confirm receipt of your application.

By e-mail:

Beginning Tuesday, December 1, 2009, applications can be downloaded from the [Grant Application Page](#) [*hyperlink to **Grants – Grant Application Page***] in a writable PDF format and completed electronically. All attachments can either be scanned and sent by e-mail with the application, or mailed to the Foundation separately. *If attachments are mailed separately, please include a copy of your application with the attachments.*

By U. S. Mail or overnight delivery:

Applications, with all attachments, should be sent to:

Felix E. Martin, Jr. Foundation
325 W. Main St., Suite 1110
Louisville, KY 40202

11. If I receive a grant, what happens next?

If your organization is selected to receive a grant from the Foundation, you will be asked to sign a formal grant agreement. This document will detail how the grant will be paid, on what time schedule you will execute your project, and when project updates will be submitted to the Foundation. Once your project is complete, a final project report to the Foundation will include financial documentation of how the grant money was spent, what the results and outcomes were, etc. A site visit may also be conducted.

12. What is the grants schedule?

Tuesday December 1, 2009	Grant Application available
Monday March 1, 2010	Spring 2010 Community Grants Applications due
March-May 2010	Board reviews grant applications and conducts site visits (if necessary)
June 2010	Grants Recipients announced