



Grant Application Questions

Organization Information

Funding Notification*

All communication related to funding will be sent to you via email from this email address: A. V. Hunter Trust Inc. administrator@grantinterface.com To ensure that you receive this communication, please add this email address to your email contact list, and make sure that it is not blocked by your firewalls or spam filters.

I have added [adminstrator@grantinterface.com](mailto:administrator@grantinterface.com) to my email contact list.

Mailing Address Confirmation*

To ensure that any funding award checks are sent to the correct location, please verify that the correct mailing address is listed in the Contact Info section at the top of this page. If you need to update this, you can click the pencil icon in that section to make any changes necessary.

The mailing address listed in the Contact Info section at the top of this page is correct.

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- Please answer each of the following questions as they relate to your last completed fiscal year.
 - Please include commas in all number formats. Example: 1,400,000.

Amount of Grant Request*

Year Founded*

Mission Statement*

Geographic Area Served*

Total Number Served by Organization*

Please be specific about what this number represents. Example: 1,000 individuals or 3,000 meals served, etc. Please use only one number and one descriptor.

Number of Full-time Employees*

Number of Part-time Employees*

Number of Volunteers*

Percentage of Board that contributed monetarily to your organization*

Total monetary Board contributions*

Percentage of staff that contributed monetarily to your organization*

Anti-Discrimination Statement*

Provide the anti-discrimination statement that has been approved by the board of directors.

Inclusiveness*

Describe how the organization strives to be inclusive in its programs, staff, board, and volunteers, and describe the progress to date.

Narrative**Goals***

Describe the organization's current goals.

Current Programs*

Provide a brief description of all of the organization's current programs. Include target population and numbers served during your last completed fiscal year.

Evaluation*

- a.) Describe the organization's overall approach to evaluation.
- b.) Describe how the organization measures impact.
- c.) **Summarize** key evaluation results. **Please do not send the full evaluation report.**

Collaboration*

Give a brief description of up to three of the organization's most significant collaborative efforts.

Volunteers*

Describe how the organization involves volunteers within a typical fiscal year.

Success and Challenges*

Describe the significant successes and challenges the organization has experienced in recent years and your efforts to address them.

Planning*

Describe how the organization engages in planning and describe the focus of any current planning efforts.

Strategic Plan*

Does the organization have a strategic plan?

- Yes
- No

Personal Interest Story*

Help paint a picture of just how impactful your programs are and demonstrate the true benefit of your work. You may:

- Relate several short stories
- Transcribe notes from clients, family members, volunteers, etc.
- Include quotes from surveys, etc.
- Share anecdotes

We only ask that you be specific, not generic. For instance:

Specific: For many years we have been dealing with our son's physical and emotional challenges. Then a business associate suggested that we check into the ABC Therapeutic Riding Center. What an incredible place! After just two months of weekly visits, our son was speaking more, walking longer distances, and acting out less. Each week he seems to make more progress in both the physical and behavioral realms -- things we never dreamed possible! He Application A. V. Hunter Trust, Inc. Printed On: 3 August 2021 2021 - November 1 - Grant Application/Report 4 looks forward to each visit because he absolutely loves his horse and therapist at ABC. We can't thank you enough!

Generic: One parent wrote, "ABC organization is great and your staff treated us so well. Thank you!"

Personal Interest Story Photos or Video:

If you have online photos or a video about personal interest stories within your organization, you may include the link here

Optional:

If there is additional information that is vital to convey in this proposal, do so here.

Attachments

Cover Letter*

Maximum of 1 page

IRS Form 990 / 990 EZ / 990 N (e-Postcard)*

Please attach your most recently completed IRS form along with any explanation of special circumstances. *If you are attaching a 990 EZ or if you file a 990 N, please provide the breakdown of your expenses between Program, Administration, and Fund Raising.*

Audit / Review / Compilation (if conducted)

Please attach your most recently completed audit, review or compilation along with any explanation of special circumstances.

In-house Financials - Income Statement*

Please attach your Income Statement (Statement of Financial Activities) for the last completed fiscal year.

In-house Financials - Balance Sheet*

Please attach your Balance Sheet (Statement of Financial Position) for the last completed fiscal year.

Budget for current year*

Major Contributors*

Please use the template included on our website (<https://www.avhuntertrust.org/loiapplication-report> - Step 4) to provide information on Major Contributors for the last two years. Attach the completed form. ***Include any grants from the A. V. Hunter Trust.***

In-Kind Contributions*

Please attach a one page list of significant in-kind donations (donated goods and professional services) received by the organization.

Key Staff*

Please attach a one page list of key staff members in the organization including their respective roles and qualifications.

Board of Directors*

Please attach a one page list of the current Board of Directors for your organization including **only** names, board position, and professional affiliations.

Annual Report

Include a link or upload your annual report here if you have one.

We no longer require a copy of your IRS Determination Letter as we are now verifying nonprofit status electronically using GuideStar.

Financial Questions

- **Please include commas in all number formats. Example: 1,400,000.**

Total Revenue

This can be found on line 12 of the 990, or line 9 of the 990 EZ.

Total Expenses

This can be found on line 18 of the 990 or line 17 on the 990 EZ.

Net Assets

This can be found on line 22 of the 990 or line 21 of the 990 EZ.

Continuing Funding*

Please state whether or not you anticipate continued funding from your top three to five major contributors (including government sources). List each of the donors separately with an explanation for each one.

Grant Report

- Please complete this Grant Report form if you have received a grant from the A. V. Hunter Trust in the past year. *Regardless of when funding was received, your grant report should reflect a full 12 month period. All fields are required!*
- If this is your first year requesting funding from the A. V. Hunter Trust, please skip the Grant Report section and go directly to the Electronic Signature.

Please define the period covered by this grant report.*

For example: "7/1/2020 through 6/30/2021" or "1/1/2020 through 12/31/2020."

Progress and Results

Describe the progress made toward the goals and objectives as stated in the funded grant application.

Lessons Learned

Describe what the organization learned based upon the results, successes, and challenges reported. Address programmatic, evaluative, or organizational changes that will be made based upon these lessons.

Significant Changes

Have there been any significant changes in your organization since the grant application was submitted? This could be capital campaigns, changes in leadership, changes in funding, etc.

Changes to Tax Exempt Status

Have there been any changes to your organization's federal tax exempt status since you were awarded this grant? If yes, please explain in the "Significant Changes" section above.

- Yes
- No

Electronic Signature*

By typing my name below, I certify that the information contained in this application is true and correct to the best of my knowledge.