

SEABROOK COMMUNITY FOUNDATION

2019 GRANT APPLICATION INFORMATION

Eligibility

Grant requestor must be a registered non-profit organization that serves the North Beach area or Grays Harbor County.

Grant Application Process

- 1) Fill out all parts of the application.
- 2) W9 form must be filled out and accompany the application. Application will not be reviewed without this information.
- 3) Submit application. Email a pdf file or send hard copy to the mail address. Both are noted at the end of this document.
- 4) Include appropriate supplemental documentation; financial records, etc.

Grant Application Review

- 1) You will receive verification of receipt via email.
- 2) Grant applications will be reviewed for completeness. Any incomplete application will be returned.
- 3) More information and action may be required: This may include site visits and requests for more information from your organization.
- 4) Completed grant applications will be reviewed at the Board of Director's meeting following receipt of the application. Decisions on all grant applications are made by the Board of Directors at that time.
- 5) A decision to defer may be made; you will be informed and asked to follow up regarding the reason for deferment.
- 6) You will be advised of the decision by the Board of Directors within 5 working days of the date the decision was made.

Recommendations:

- 1) Please note board meeting dates. All grant applications are reviewed at these meetings. If the meeting date does not work with the timeframe of your request, contact the Foundation administrator noted below.
- 2) Be as specific as possible if asking for funds to purchase equipment or services.
- 3) Provide financial information specific for the stated project for the local representation of an organization.
- 4) Any questions, contact the Seabrook Community Foundation administrator.

Seabrook Community Foundation Contact Information

Mail:

Seabrook Community Foundation
PO Box 423
Pacific Beach, WA 98571

Email:

sbcfoundation@seabrookwa.com

Facebook:

Seabrook Community Foundation

Web Site:

<http://www.seabrookwa.com/seabrook-community-foundation/>