



Hibbing Foundation  
And  
Hibbing High School Foundation

**Grant Application**



**DEADLINE: All Grant Applications are due the last day of February of the current calendar year**

**Hibbing High School Foundation**

**PROJECT/ORGANIZATION INFORMATION**

Project Title: \_\_\_\_\_  
Submittal Date: \_\_\_\_\_ Geographic Area Served: \_\_\_\_\_  
Applicant Organization: \_\_\_\_\_  
Address: \_\_\_\_\_ City \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_  
Telephone Number: (\_\_\_\_) \_\_\_\_\_ E-Mail Address: \_\_\_\_\_  
Is your organization an IRS 501 (c) (3) nonprofit?  Yes EIN # \_\_\_\_\_  
 No If no, complete the section below: Fiscal Agent for Proposed Project

**FISCAL AGENT FOR PROPOSED PROJECT (If other than applicant)**

Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State \_\_\_\_\_ Zip: \_\_\_\_\_ EIN # \_\_\_\_\_  
Contact Person \_\_\_\_\_ Title: \_\_\_\_\_  
Telephone Number: (\_\_\_\_) \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

**BUDGET AND BOARD INFORMATION**

Annual Overall Operating Budget of Applicant Organization: \$ \_\_\_\_\_  
(If large organization, university or unit of government, use department or divisional budget.)

Total Cost of this Proposed Project: \$ \_\_\_\_\_

**Amount Requested from Hibbing Foundation/Hibbing High School Foundation for this Project:** \_\_\_\_\_

Please list all funding sources **sought after** and/or **obtained from** other organizations including but not limited to: Schools, Support Clubs, Fundraisers, Non-profit Organizations, Foundations for this Project. **ALL FUNDING SOURCES MUST BE DISCLOSED.** (Please provide additional sheet if needed.)

**Sought after/Applied for:**

From Whom: \_\_\_\_\_ Amount: \_\_\_\_\_ From Whom: \_\_\_\_\_ Amount: \_\_\_\_\_

From Whom: \_\_\_\_\_ Amount: \_\_\_\_\_ From Whom: \_\_\_\_\_ Amount: \_\_\_\_\_

**Obtained/Committed:**

From Whom: \_\_\_\_\_ Amount: \_\_\_\_\_ From Whom: \_\_\_\_\_ Amount: \_\_\_\_\_

From Whom: \_\_\_\_\_ Amount: \_\_\_\_\_ From Whom: \_\_\_\_\_ Amount: \_\_\_\_\_



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**Grant Guidelines**



**Hibbing High School Foundation**

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**HIBBING FOUNDATION BACKGROUND INFORMATION:**

HIBBING FOUNDATION, an affiliate of Saint Paul & Minnesota Foundation was established in 1993. HIBBING FOUNDATION was established with the purpose of providing leadership and financial resources to foster the social, cultural, economic development, health, civic, educational, and philanthropic activities of Hibbing.

HIBBING FOUNDATION will entertain applicants within a geographic region bound by the Hibbing Public School District (ISD 701) and must be a 501(c)3 non-profit organization, school or municipality. Non-profit organizations whose home office is outside ISD 701 but their programs are based in Hibbing are eligible to apply for grant dollars from the HIBBING FOUNDATION.

**HIBBING HIGH SCHOOL FOUNDATION BACKGROUND INFORMATION:**

In the spring of 2001, a group of Hibbing High School alumni and community spirited individuals pondered the fate of several extra-curricular activities due to the dilemma of budget shortfalls and declining enrollments. The HIBBING HIGH SCHOOL FOUNDATION remains committed to support the diverse extra-curricular activities that enhance the academic and social lives of our students.

Hibbing High School oriented organizations requesting funds must be listed as an approved activity in the school board approved Hibbing High School Handbook. Funding requirements for travel or salaries will not be considered. Priority consideration will be given to purchases that support the organization as a whole and over an extended period of time.

**APPLICATION PROCESS:**

The grant application encompasses both the Hibbing Foundation and the Hibbing High School Foundation. The Hibbing Foundation Advisory Board reserves the right to determine which fund within its 'Family of Funds' would best be suited for possible funding on any grant application submitted for review and consideration. Grant applications are reviewed by the Hibbing Foundation Advisory Board and evaluated and scored on an individual basis. Successful grant applications will be submitted as non-binding grant recommendations to Saint Paul & Minnesota Foundation for review and final approval. **EMAILED GRANT APPLICATIONS WILL NOT BE ACCEPTED.**

Upon awarding the grant and acceptance by the applicant, the grantor reserves the right to disseminate grant award information in its publicity/marketing efforts. Grantee agrees to disseminate grant award information to the general public and local media in its fundraising efforts. Any news media release needs to state: "(Name of project) is made possible by a grant from the (name of fund, of Hibbing Foundation). The following acknowledgements on all programs, printed materials, posters and advertising shall include: "This event is made possible, in part, by a grant from the Hibbing Foundation."

A brief report summarizing outcomes and impact of grant would be appreciated shortly after ending date of the project.

**THE FOLLOWING INFORMATION MUST ACCOMPANY GRANT APPLICATION:**

- π Brief description, history, and background summary of the organization;
- π Proposal Narrative: Describe proposal/project. Identify what benefit to the community does this project serve, project location and itemized project budget;
- π Copy of current IRS 990 Form (if applicable) and/or current Financial Statement;
- π List of current board members and their affiliations;
- π Certification (signed and dated application or cover letter by board chair or authorized designee).

*"MAKING YOUR MONEY WORK FOR HIBBING . . . forever"*

HIBBING FOUNDATION \* P.O. BOX 304 \* 515 East Howard Street \* Hibbing, MN 55746 \* 218.262.4212