

LAKE AREA FOUNDATION

Application for Community Development Grant Funding

FUNDING OPPORTUNITY

Please select the LAF funding opportunity for which you are applying. Use the descriptions below to determine which opportunity is appropriate for your project. Select only one option.

Applying For: ☐ **Russell County Development Fund (RCDF)**

Project directly benefits only Russell County.

☐ **Lake Cumberland Area Development Fund (LCADF)**

Project directly benefits multiple counties or a county other than Russell.

APPLICANT INFORMATION

Organization Name: _____

Physical Address: _____

Mailing Address: _____

(if different)

Organization Type: ☐ Local Government

☐ Public Agency (*Tourism, Water District, Fire District, Library, etc.*)

☐ Public School

☐ Private School or Organized Homeschool Association

☐ Nonprofit Organization with Active IRS 501(c)(3) Status

☐ Private Business

☐ Other: _____

Tax ID / EIN: _____ **Year Founded:** _____

Authorized Signer: _____ (*Name and Title*)

Application Contact: _____ (*Name and Title*)

Contact Phone: _____ **Email:** _____

PROJECT INFORMATION

Project Title: _____

Project Address: _____

(if applicable)

Project Benefits:

(check all that apply)

- | | | | |
|---------------------------------|-----------------------------------|----------------------------------|-------------------------------------|
| ☐ Adair | ☐ Casey | ☐ Clinton | ☐ Cumberland |
| ☐ Green | ☐ McCreary | ☐ Pulaski | ☐ Russell |
| ☐ Taylor | ☐ Wayne | | |

Are all other funds necessary for this project or phase secured and committed? ☐ Yes.
☐ No.

If you answered 'No', when do you anticipate securing the remaining funds needed for the project or LAF-supported phase?

- ☐ Within 1 to 3 months of this application.
☐ Within 4 to 6 months of this application.
☐ More than 6 months after this application.

If you answered “More than 6 months”, please explain why LAF funding is needed right now. How would waiting for the next Spring or Fall LAF grant cycle be harmful to the project? Are there expenses that need to be covered immediately while other funds are still pending?

How soon after reaching fully funded status could LAF-supported work begin?

- ☐ Immediately.
☐ Within 1 to 3 months of securing funding.
☐ Within 4 to 6 months of securing funding.
☐ More than 6 months after securing funding.

Project Pitch:

Please provide a brief “elevator pitch” that sums up your project in 2-3 sentences. You will be able to go into more detail in later sections.

Community Need: *Please describe the need, problem, or opportunity your project will address. Explain how you determined that the need exists and identify any information supporting that conclusion, such as local data, records, waitlists, surveys, community input, requests, or prior experience. Maximum 100 words.*

Project Activities: *Please describe the primary activities, services, improvements, or purchases to be completed. Clearly identify activities and/or expenses that the LAF grant funds will directly support. Maximum 100 words.*

Project Feasibility: *Please explain why you believe the proposed project is feasible and likely to succeed. Describe any research, planning, estimates, comparable projects, established models, partnerships, or professional guidance you used to develop the project. Maximum 100 words.*

Project Readiness: *Please describe the project's current state of readiness, including secured funds, permissions, vendors, staff, partners, property, etc. Identify any remaining steps and explain why LAF funding is needed during this cycle. Maximum 100 words.*

Project Impact:

Please describe who will benefit from the project and how it will improve conditions in the community and/or local economy. Focus on the positive changes the project is expected to create rather than re-explaining the activities to be completed. Describe the anticipated scale, reach, and duration of the benefit, if known. Maximum 100 words.

Project Success:

Please describe what success would look like for this project. Identify any specific goals, measurable targets, or other indicators you will use to determine whether the project was successful, such as people served, services provided, or survey results. If success is difficult to quantify, describe any observable changes that would indicate that progress is being made. Maximum 100 words.

PRIVATE BUSINESS APPLICANTS

Private businesses are eligible to apply, but proposed projects must serve a broader community purpose. LAF funds may not be used for operating expenses or for equipment, improvements, or other items that principally benefit the business, its owners, employees, or paying clientele.

Fundable: A business applying for funding to install playground equipment that will be open and free for the entire community to enjoy.

Not Fundable: A business applying for funding to install playground equipment that will only be accessible to their paying clients.

Please complete the following section only if you are applying as a for-profit business.

If awarded, how long will the Applicant commit to maintaining the public access as described in this application?

- ☐ At least 1 year from project completion.
- ☐ At least 2 years from project completion.
- ☐ At least 3 years from project completion.
- ☐ Indefinitely.
- ☐ N/A – This is a one-time project or activity.

Community Benefit: *Please explain how the project will benefit the community beyond the business, its owners, employees, and paying customers. Describe who will be permitted to use or benefit from the project, whether access will be limited or require payment, and how the public will be informed of its availability. Maximum 100 words.*

Financial Need:

Please explain why the business cannot reasonably complete the project using its own funds, owner investment, business revenue, commercial financing, or other available resources. Identify any other funding sources considered or pursued. Maximum 100 words.

Business Benefit:

Please describe any financial or operational benefit the business expects to receive from the project, including increased revenue, new customers, reduced expenses, property improvements, or equipment retained by the business. Explain why the anticipated community benefit outweighs the private benefit. Maximum 100 words.

PROJECT FINANCES

This application requests funding to:

- ☐ Complete a whole project.
☐ Complete a phase/part of a project.

If applying for a phase or other part of a larger project, please briefly describe the phase/part to be funded:

LAF Grant Funding Requested: \$ _____ (Max. of \$5,000)

Total Committed Cash Match: \$ _____ (Min. 20% of Grant)

Total Cost of Project or Phase Funded: \$ _____

LAF Request, Match, and Total Cost – Quick Reference Table					
LAF Grant Request	\$1,000	\$2,000	\$3,000	\$4,000	\$5,000
Min. Cash Match	\$200	\$400	\$600	\$800	\$1,000
Min. Total Project Cost	\$1,200	\$2,400	\$3,600	\$4,800	\$6,000

In-kind and Pending contributions cannot be used to satisfy the match requirement.

Potential for Partial Award

The LAF may offer a partial award. To accept a partial award, the Applicant must be able and willing to cover the resulting funding gap.

If offered, are you willing and able to accept a partial award? ☐ Yes. ☐ No.

If you selected “Yes,” please explain how you would address the resulting funding gap. Identify who would provide the additional funds, whether documentation or a commitment letter could be provided, and the minimum LAF award needed for the project to remain feasible.

Project Funding

List all funds that will be used to complete the project or phase covered by this application. Only Committed cash funding may be used to satisfy the match requirement. Documentation must be provided for any third-party funding classified as Committed.

Please combine similar sources as much as possible. For example, total Committed donations together on one line and all Pending donations yet to be collected on their own line.

Funding Source	Amount	Funding Status
LAF Grant Requested	\$	
	\$	☐ Committed. ☐ Pending.
	\$	☐ Committed. ☐ Pending.
	\$	☐ Committed. ☐ Pending.
	\$	☐ Committed. ☐ Pending.
	\$	☐ Committed. ☐ Pending.
	\$	☐ Committed. ☐ Pending.
Funding Total	\$	

You may attach additional sheets if necessary to list all funding sources.

Committed – Funds that are currently available or formally committed to the project or phase. Examples include:

- Applicant funds that are available and set aside for the project or phase.
- Donations, sales, fees, or other revenue collected and set aside for the project or phase.
- Grants that have been awarded or loans that have been approved.
- Donations, pledges, or other contributions that are supported by a signed commitment letter identifying the contributor, commitment amount, and the project or phase being supported.

Pending – Funds that are being sought, projected, or anticipated but are not yet available or formally committed to the project or phase. Examples include:

- Funding applications awaiting award decisions.
- Verbal or informal donation pledges.
- Projected fundraising proceeds, sales, registration fees, or other future revenue.
- Other funds that have neither been received nor supported by a written commitment letter.

Project Expenses

List all expenses necessary to complete the project or phase covered by this application. Clearly indicate which expenses LAF funds will specifically support.

Project Expense	LAF Funds	Other Funds	Total Cost
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
Expense Total	\$	\$	\$

You may attach additional sheets if necessary to list all expenses.

Totals should match between the Project Funding and Project Expenses tables. If they do not, please explain the reason for any discrepancies and how any funding gaps will be addressed below:

--

Project Priorities

Are you submitting more than one application during this cycle? ☐ Yes. ☐ No.

If “Yes,” please list all projects below, including this one, in descending order from highest to lowest priority. No applicant may receive more than one LAF grant during a cycle.

Priority	Project Name	Funding Opportunity
1		☐ RCDF ☐ LCADF
2		☐ RCDF ☐ LCADF
3		☐ RCDF ☐ LCADF
4		☐ RCDF ☐ LCADF
5		☐ RCDF ☐ LCADF

REQUIRED ATTACHMENTS

Place a check mark next to all attachments you have included with your application. Leave any attachments that are not applicable to your application unchecked.

☐ **Project Cost Documentation - Required for All Applications.**

Provide documentation supporting each expense that LAF funds would pay. One source of cost documentation per expense should generally be sufficient. The quote or estimate does not need to represent a final vendor selection. Acceptable documentation may include:

- Vendor or contractor quotes
- Written cost estimates
- Price sheets or catalog pages
- Printed or saved online product listings

☐ **Committed Third Party Funding Documentation - Required if applicable.**

Provide documentation for every funding source listed as Committed that is not currently held and controlled by the Applicant. Documentation is not required for funds held by the Applicant or listed as Pending. Acceptable documentation may include:

- Grant award notices
- Loan approval notices
- Signed commitment letters
- Other written confirmation identifying the source, amount, and project or phase

☐ **Nonprofit Status Documentation - Required for Nonprofits.**

Nonprofit applicants must provide a copy of their IRS 501(c)(3) determination letter.

☐ **Business Financial Information - Required for Businesses.**

Private for-profit businesses must provide a Profit and Loss Statement, income and expense report, or signed financial summary for the business's most recently completed calendar or fiscal year. Businesses operating for less than one year should report from opening through the most recently completed month.

Written financial statements prepared by the Applicant must be signed by the Authorized Signer and include, at a minimum:

- Reporting period covered
- Total revenue
- Total expenses
- Net profit or loss

APPLICATION CERTIFICATIONS

By signing and submitting this application, the Authorized Signer certifies that:

- The information provided in this application and its attachments is true, complete, and accurate to the best of their knowledge.
 - The Authorized Signer has authority to submit this application on behalf of the Applicant.
 - All funding identified as Committed is currently available or formally committed and supported by the required documentation.
 - If awarded, the Applicant will use LAF funds only for the approved project or phase and will comply with the terms and conditions of the grant agreement.
-

Applicant Funds Certification:

Check this box and fill in the blank only if Applicant funds are listed as Committed.

- ☐ The Applicant certifies that \$ _____ in Applicant funds is currently available and set aside for the project or phase described in this application. These funds are not dependent upon future fundraising, sales, fees, donations, pledges, or other anticipated revenue.
-

Private Business Certification:

Check this box only if Applicant is a private, for-profit business.

- ☐ The Applicant certifies that the business financial information submitted is accurate to the best of its knowledge and agrees to maintain public access as indicated within the application.
-

Applicant Signature:

By signing below, I certify that I have reviewed this application and agree to the certifications above on behalf of the Applicant. I understand that the LAF may rely upon the information and certifications provided when determining eligibility and making an award.

Organization:

Authorized Signer:

Printed Name

Title

Signature:

Signature

Date