



DuPage County Bar Foundation

GRANT APPLICATION

Submit Application and All Requested Information to:

DuPage County Bar Foundation 126 S. County Farm Road Wheaton, IL 60187

Applications are accepted only between 2/1-2/28 and 8/1-8/31 each year.

Grant funds which are awarded by the DuPage County Bar Foundation (DCBF) Board of Directors must be used within one year from the date of the award. Grant funds not used or committed by that time shall be deemed unspent. Any funds paid to the grantee and not fully used within the one year period shall be returned to the DCBF. It shall be the responsibility of the applicant to provide proof of compliance with this policy before any other application for funds will be considered. Waiver of this policy may be made by the DCBF Board of Directors upon good cause shown.

All grant funds must be used for the purpose(s) stated by the applicant in the Grant Application. When a grant of \$5,000.00 or more is awarded, the funds will be paid in two equal shares over the term of the project upon proof that it is ongoing and that the DuPage County Bar Foundation funds are being used or have been committed for the stated purpose(s). It shall be the applicant's obligation to provide the required information in support of its request for the second installment payment.

(Please Print or Type. Feel free to use additional sheets for answers.)

Date:

1. Name of Applicant:

2. Type of organization: Check appropriate box –

- General Not-For-Profit
- Charitable
- Public Educational Institution
- Private Educational Institution
- Other (explain)

3. Internal Revenue Status: Taxpaying Tax Exempt Tax Exempt Pending

4. If tax exempt, identify provision of Code and supply copy of exempt letter.

5. General purposes of organization:

6. Please submit, IN DUPLICATE, the following information about your organization:
- purposes, programs, activities and accomplishments
 - beneficiaries
 - total budget
 - budget for this grant project
 - all sources of funding for the past and current year - current financial statement - most recent annual report
 - names of board of directors, name of their employer, position held, business address and telephone number
 - promotional or descriptive literature on the organization.
7. Amount requested by this grant application:
8. Purpose for which this grant will be used: (explain briefly, including how the purpose relates to your present activities)
9. In addition, submit a detailed description of how this grant is to be used and its objectives, including a proposed budget for the project showing all sources of income and anticipated costs
10. Dates during which the grant funds are planned to be used:
11. How is the project to be funded in the future: (explain briefly)
12. Do you agree to provide a follow up report to DCBF if a grant is made and to publicize DCBF as a contributor in any publication or public statement concerning the project?
- Yes [] No []

13. Is this the organization's first application for a grant from the DCBF?

Yes [] No []

If no, provide dates and amounts of prior grant application(s) and amounts received, if any.

14. Should a grant be made, to whom should the check be made payable?

15. Name, address and phone of chief executive officer:

Signature: _____ Date: _____

16. Name, address and phone of contact person for this application:

Signature: _____ Date: _____