

CALL FOR APPLICATIONS FOR MACKENZIE TRUST FUNDS Josephine County

Josephine County announces the availability of MacKenzie Trust Fund grant applications for the fiscal year beginning July 1, 2016 and ending June 30, 2017. The Grant Application packets are available on the Josephine County Website or in the Board's Office. Applications will be accepted until 4:00 P.M. Thursday, October 13, 2016 (delivered or postmarked) at the Board of Commissioners Offices, Courthouse, Room 154, Dept 6, 500 NW 6th Street, Grants Pass, OR 97526.

William MacKenzie Trust had a stated purpose of giving further aid and assistance to the needy and deserving residents of Josephine County who are receiving public welfare and assistance. In addition, the Board of County Commissioners has requested that Applications comply with the following criteria:

1. Applicants must be a non-profit under IRS 501(c)(3); and
2. Project must be for capital purposes; and
3. Project must provide a long-term benefit to the community; and
4. Project must benefit families and children.

The Board will review applications for compliance with criteria. Submission of the application does not create a contract with the County. Projects may be funded in whole or in part based on total number of applications received and availability of funds. Current budget for the MacKenzie Trust is \$84,000.

If you have questions, please contact Arthur O'Hare, Finance Director at 541-474-5222 or email at aohare@co.josephine.or.us.

Request to publish in the Daily Courier Tuesday, September 20, 2016.

MacKenzie Trust Grant Application Guidelines

Application Requirements:

The applicant may request approval for funding for the project pursuant to these guidelines.

Application for funding must meet the following criteria:

1. Applicants must be a non-profit under IRS 501(c)(3); and
2. Project must be for capital purposes; and
3. Project must provide a long-term benefit to the community; and
4. Project must benefit families and children.

The applicant must complete and submit the MacKenzie Trust Grant Application to the Finance Director. The Finance Director will review the application to determine whether it conforms to the project criteria.

If the application meets the criteria, the project will be forwarded to the Board of County Commissioners for preliminary review. The Board will review the projects and determine which will be considered by the County. The Board may meet with the applicant and gather additional information as necessary.

By submitting this Application, the Applicant certifies that:

1. All information provided in this application is true, accurate, and complete to the best of the Applicant's knowledge and belief; and
2. If awarded funds, the Applicant will comply with all applicable state, federal, and local laws in the performance of the project; and
3. Submission of this application does not create a contract with the County; and
4. The Applicant understands and acknowledges that the County reserves all rights to: a) reject, for any reason and without liability therefor, any and all applications for funds, and; b) cancel this application process at any time prior to disbursement of funds, and; c) negotiate in good faith a contract between the County and the Applicant prior to disbursement of funds.

If the project is approved by the County, funding will be based on the number of applications received and availability of funds. Projects may be funded in whole or in part. Payment of funds shall be made only after the project has been finally approved and after any necessary agreements have been signed by all parties.

Applicant will be required to submit a detailed report and original invoices to the Finance Director when requesting payment under these rules.

MacKenzie Trust Grant Application

Organization Name: _____ Application Date: _____

Mailing Address: _____ City/State/Zip: _____

Contact Name: _____ Title: _____ Telephone: _____

Signature of contact person: _____ E-Mail: _____

Project Criteria:

- Applicants must be a non-profit under IRS 501(c)(3); and
- Project must be used for capital purposes vs. operating purposes; and
- Project must provide a long-term benefit to the community; and
- Project must benefit families and children.

Project Location: _____

Project Description*: _____

*include work windows or other limitations / restrictions

Project Goals and Objectives: _____

Monitoring and Reporting Plan to Measure Outcome (what measure or evaluation will be made to determine how well the proposed project meets the desired objectives): _____

Project Budget (itemize):

- Review and Consultation Costs: _____
- Contract Preparation and Administration Costs: _____
- Materials and Supplies: _____
- Monitoring: _____
- Other Costs: _____
- Indirect Costs (overhead): _____

Total Cost Estimate: \$ _____

Funding Request: \$ _____

Anticipated Completion Date of Project: _____

Identify Other Sources of Funding for Project: _____

Is There an Opportunity to tie to a Related Project? Explain: _____

Proposed Method of Accomplishment:

Volunteers **Non-Profit Employees** **Contract** **Other** _____

How Is Project in the Public Interest? _____

Other Comments: _____

Submit this application to:

**Josephine County
Attn: Arthur O'Hare
500 NW 6th St. Dept. 4
Grants Pass, OR 97526**