



2027 Grant Guidelines

Important 2027 Dates

- Grant Cycle: February 1 – March 15, 2027, at 5pm
- Grant Award Notification by GCF via email: March 25, 2027
- ICF Funds Disbursement: Prior to Award Event – May 6, 2027
- Grant Award Event RSVP due: April 16, 2027
- Grant Award Event: May 6, 2027
- Grant Period: May 6 – November 30, 2027
- Grant Report Due: November 30, 2027

Competitive Grant Eligibility

GCF invites applications from nonprofit entities including, but not limited to:

- Eligible organizations must be based within 5 miles of the Grangeville city limits, or their primary purpose must be to benefit residents of Grangeville.
- Government entities, including public educational institutions.
- Entities with current 501(c)(3) (or other code section) nonprofit status under IRS Code.
- **The following will not be considered for GCF funding:**
 - Requests for operating expenses or salaries normally paid by the organization;
 - Projects with the sole purpose of furthering a religion;
 - Political activities or those designed to influence legislation;
 - Requests from national organizations unless the project will directly benefit Grangeville citizens; and
 - Research or untested projects.



Important Information

- If an applicant does not have nonprofit status or an active EIN, they may apply through a fiscal sponsor. At the time of application, the applicant must identify the fiscal sponsor and provide a contact name, email address, and phone number for the sponsor. If using a fiscal sponsor, **you must have approval from the fiscal sponsor** before submitting your application.
- Grant applications must be submitted via Idaho Community Foundation (ICF) Applicant portal by the deadline to be eligible for consideration. The portal can be found here: [ICF Applicant Portal](#). Deadline for grant submission is **Sunday, March 15, 2027, at 5pm**. Applicants will receive a confirmation email once their grant application has been successfully submitted.
- Late and/or materially incomplete applications will not be considered.
- Grant recipient or a representative is required to attend the GCF Grant Award Event and give a two-to-three-minute presentation of their project on Thursday, May 6, 2027.
- Grant recipients must complete and submit an end-of-year grant report along with two photos through the ICF Application portal by November 30, 2026.

Grant Size

Generally, grants range in size between \$250 and \$2,500 per application. More may be granted based on the merit of the project. Larger grant requests may require more details and follow up than asked in the grant application.

Grant Application Preparation Checklist

Prospective applicants should be prepared to answer or address the following:

- What is the organization's legal name under which it is incorporated or operates and/or by which it is recognized by the Internal Revenue Service (IRS).
- Your organization's tax EIN number.



- If you do not have an EIN Number, be prepared to provide your fiscal sponsor's contact name, email, and phone number at the time of application. Ensure you have received approval from your fiscal sponsor before submitting your application.
- The names, emails, and mailing addresses of members of your board of directors or your organization's officers. Public educational institutions/teachers do not need to supply this information.
- Organization phone number, email and mailing address.
- Primary contact person for the organization, including phone, email and mailing address. Grant-related questions, notifications, agreements, and other correspondence will be sent to the primary contact person.
- Individual submitting the application, including name, email, and phone number.
- The organization's mission statement. If the organization does not have a mission statement, a brief overview of the organization and its primary objectives will be sufficient.
- Project information:
 - Description of the project
 - Explanation of the need for the project.
 - What will be accomplished with this project
 - How many people will be helped by the project?
 - What is the planned schedule for completion?
- Financial Information:
 - A budget for the project, itemized to the extent possible
 - The amount requested from GCF. A list of other funding sources, in-kind donations, or other support, if any, for the project, indicating whether they are committed or pending
 - What adjustments will be made if the project is not fully funded?
 - Plans for future and/or ongoing expenses funding, if applicable
 - Project Cost Overruns – What is your plan to address any cost overruns?



Process and Notifications

Grant Notification: All qualifying grant applications will be reviewed and funded by GCF's Board of Directors. All organizations submitting grant requests will be notified of the success or denial of their request by March 25, 2027.

GCF Grant Award Event: Organizations receiving a grant will be required to attend the GCF Grant Award Event scheduled for May 6, 2027, at 5pm. Each organization is asked to assign a speaker to give a two-to-three-minute presentation on their grant and can invite up to five guests to attend the celebration. Speaker and guest information for your organization must be submitted no later than April 16, 2027.

Grant Payment: Grants are paid by the Idaho Community Foundation (ICF). If a grant is awarded to your organization, a member of the ICF will reach out to the organization's primary contact via email to finalize your grant award and to gather information for direct deposit of your grant funding. Funds are typically disbursed prior to the award event on Thursday, May 6, 2027.

Expending Funds: This grant may be used for the sole purpose and within the grant budget in accordance with the statement described within the grant award letter. Funds must be expended by November 30, 2027, unless other arrangements are approved by GCF. Your organization is responsible for the expenditure of funds and for maintaining adequate supporting records.

End of Grant Report

Grantees must submit an End of Grant Report through the Idaho Community Foundation Applicant Portal, found here: [ICF Applicant Portal](#). The End of Grant Report is due (even if the project is not complete) no later than **November 30, 2027**.

This report should outline project outcomes, including successes, challenges, and opportunities for improvement. Additionally, two photos showing the grant in action, accompanied by brief descriptions, are required. These may be used in GCF publications and must be submitted with or prior to the End of Grant Report.



How to Contact

Please feel free to contact GCF if you have any questions or concerns related to your grant application or the competitive grant process. Contact the Idaho Community Foundation with any questions or concerns related to the ICF Applicant portal.

- GCF E-mail Address: grangevillecommunityfoundation@gmail.com
- GCF Board Contact: Alaina Redenbo, 208-507-8470
- The Idaho Community Foundation: applicantportal@idahocf.org or call 208-342-3535