



NORTHERN NECK OF VIRGINIA AUDUBON SOCIETY

P.O. Box 991

Kilmarnock, Virginia 22482

Grant Requests

Thank you for your interest in partnering with the Northern Neck Chapter of the National Audubon Society (NNAS.) Our mission is to educate people of all ages about nature, focusing on birds, and to preserve wildlife and its habitat to pass on to future generations. We have been working diligently for more than 25 years to provide educational opportunities, promote biodiversity, and preserve native species in Virginia's Northern Neck.

We are always on the lookout for partners to help us achieve our conservation and education goals.

At the April, 2013 Board of Directors meeting, policy was adopted regarding the **timelines for approval of grant requests**. There will be two deadlines each calendar year for grant requests. These would be **February 1 and September 1**. This is **effective as of September 1, 2013**. Grant requests received by these dates will be considered at the next month's Board meeting with approved grant funding disbursement following as quickly as possible.

Selected guidelines for grant requests are:

- Maximum amount for each grant will be \$5,000 per calendar year. Larger grants **may** be awarded on an exception basis with approval from GRC (Grant Review Committee) and NNAS Board
- The GRC will respond to grant requests within one week of receiving the request. Response will consist of personal contact, phone or e-mail or either:
 - an acknowledgment of receipt of request, or
 - a request for more information
- The GRC will consider the following in its recommendation to the Board :
 - Does project have local benefit (Northern Neck)?,
 - Is it consistent with NNAS mission?
 - Does it focus on birds/ bird habitat or native species?
 - Does it have measurable objective results?
 - Does it leverage resources?
 - Does it encourage partnerships and collaborations?
 - Does it promote community involvement?
 - Does it have an NNAS "sponsor"?
- The Board may take the following actions:
 - *Option I* -- Approve as submitted
 - *Option II* -- Approve smaller amount
 - *Option III* -- Approve with conditions
 - *Option IV* -- Request additional information
 - *Option V* -- Deny request

Grant Request form on next page...

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GRANT APPLICATION

Name of organization _____

Tax ID: _____

Contact Person: _____ Contact Phone: _____ Contact email: _____

Address: _____

Amount Requested _____ 501(c)(3) status: _____

*Briefly explain the mission of your organization:

*Briefly explain the project for which you need the grant funds and how the funds will be used:

*Briefly explain how your project will benefit the Northern Neck and its native birds/species

*Briefly explain how the success of your project will be measured:

*Briefly explain additional sources of funding you have identified for this project. This can include money, in-kind, or volunteer donations.

*Briefly explain any opportunities in the project for citizen involvement:

Signature and Title

Date: _____

*** Attach supplements as needed**