



NDBA GRANT APPLICATION

North Dakota Bowhunters Association guidelines for dispersal of NDBA monies

A. Monies appropriated shall be limited to \$1,000 and may be used for:

1. Archery equipment for youth archery programs
2. Materials to promote bowhunting
3. Acquiring property for clubs (land, 3-d targets, etc.)
4. Improving club property (land and/or buildings)
5. Any other programs, materials or equipment which promotes archery

B. Qualifications for appropriation of monies:

1. Must be a chartered club with NDBA for one year
2. Must participate in Club Discount Program at shoots.

C. Process for requesting monies:

1. Submit an application upon a form approved by NDBA board of directors
2. Upon approval of the application for funds:
 - a. The funds must be used within one year
 - b. Present an itemized bill, or copy of bill showing items purchased for reimbursement by 12/31 of the year the grant is approved.

D. The funds shall come from the general operating funds of NDBA except the board shall retain 2 years operating capital in reserve.

E. Allocation of funds shall be recommended to the board by a committee appointed by the president consisting of president, 2 board members and a general member. The board will approve or deny requests at the Spring annual meeting.

F. Applications will be considered on a need basis

G. Applications and supporting documents must be returned **PRIOR TO MARCH 1ST to:**

NDBA, PO Box 374, Bismarck, ND 58502 Telephone: 701.222.3499, Fax: 701.222.0103

Organization Information

Applicant Organization (Legal Name):	
Charter Date:	
Street Address:	
City/State/ZIP:	
Phone:	
Fax:	
E-mail:	
Web Site:	
President:	
Number of Members:	
Annual Budget:	
Organization's Major Funding Source(s):	
Organization's Geographical Focus:	

Program/Project Information related to this Grant Application/Request:

Program/Project: _____

Amount of this request: _____

Total Budget for this Program/Project: _____

Other funding sources: _____

Program/project time period: _____

Will program/project receive matching funds: _____

Grant Request contact person: _____

Title: _____

Email: _____

Direct Phone: _____

Fax: _____

Brief description of the Program/Project

Brief description of who will benefit from the Program/Project:

Type of Grant Request: (check all that apply)

- Capital Endowment Annual/Recurring
- One-time Program/Project Operating Start-up

The undersigned hereby certify that the information contained in this Grant Application/Request is correct to the best of our knowledge. We understand that our acceptance of a grant requires our submission of the itemized costs and receipts for the completion of the program or project.

<hr/> Signature of Grant Requestor	<hr/> Date	<hr/> Signature of Board President	<hr/> Date
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Attachments

Please attach/enclose the follow items, labeling each with the appropriate letter and number to correspond with the items as listed below. If an item is not attached/enclosed, explain the reason.

Organization:

O-1. Summary Budget for current fiscal year. Show major revenue and expense categories; in particular, significant sources of revenue including grant commitments and anticipated grants from other sources.

O-2. Names and addresses of governing board members.

Program/Project related to this Grant Application/Request:

P-1. Description of the Program/Project, including problem or issue being addressed, specific goals/objectives, measurements (how success will be determined), timeline, geographical focus, and number of children that will be impacted or affected. Not to exceed one page.

P-2. Program/Project Budget, including revenues if any and expenses. If funding sources in addition to the requested grant are in place or being sought, please specify.

P-3. Publicity. While publicity of the NDBA and its grant is not necessary for a grant to be made, the NDBA is interested in knowing what could/would be done to promote the program/project, the grant and the association's involvement to create greater awareness of the organization. Examples of publicity might include acknowledgement on a web site, at special events, in a news release, and in a newsletter or other publications.