



Seize the Moment Grant Application

Seize the moment grants are designed to provide small grants in response to immediate needs in the community. Grants typically range from \$50 to \$250, but never exceed \$500. Funds are limited and when they are expended for a year, the grants will cease until the following fiscal year.

Applicants should submit a letter in writing to the Foundation that includes ALL of the following:

- State that this is a Seize the Moment Grant at the top of the page & date the application
- Date funds are needed
- Name, address, telephone & fax numbers and email address of applicant
- Name of organization, if applicable
- EIN # of organization or SS # of applicant if an individual
- Description of the grant request, including how the project will contribute to the greater good of the community
- Total amount requested
- Description of how the grant will be used with regard to the total cost of the project
- How the request meets the criteria of an unforeseen need or sudden opportunity
- Your signature vouching that the grant will be spent as described in the request

Fax your application to (785) 823-9370, or mail to

Greater Salina Community Foundation

157 S. Seventh

P.O. Box 2876

Salina, KS 67402-2876

Successful applicants will be notified within 5 working days. Grant recipients will be required to submit a written report and photographs of the project including specifically how Foundation funds were used following completion of the project.

Questions? Call the Foundation office at (785) 823-1800.