Columbus Community FOUNDATION
*Here for Columbus, Here for Forever.*

**2026 Grant Application Cover Sheet**

Name of Organization: _____

Address: _____

Contact Person: _____

Title: _____

Phone: _____

Email: _____

**Descriptive Title of Your Project:** _____

Brief Description of Your Project and what will be done with the funds: (250 words max)

_____

_____

_____

_____

_____

**Grant Amount Requested: $**_____

Check one or more: AREAS OF INTEREST

____Arts and Culture ____Basic Human Needs ____Economic and/or Community Development

____Education ____Natural Resources and Conservation

Signature: _____

Title: _____ Date: _____

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**2026 Columbus Community Foundation Grant Information**

**Application Deadline: Sunday, November 1, 2026**

To submit the application by mail: Columbus Community Foundation, PO Box 462, Columbus, MT 59019

To submit via email, send to: columbusmtcommunityfoundation@gmail.com. ***(Preferred method)***

For questions, please email us at columbusmtcommunityfoundation@gmail.com. If you would like to discuss your project idea and/or application with a representative of the Foundation, please feel free to email us to setup a time.

***Eligibility***: All projects must be sponsored by an organization with 501(c)3 status or a tax exempt governmental unit serving the Columbus Community. Grants cannot be awarded to religious organizations for the sole purpose of their members. All projects must be designed to be completed within one year and may not include salary requests or administrative fees. Any items or work included in the proposal cannot be started prior to award. If your proposal has multiple phases, please detail what our grant funds will be used for. Nonprofits are eligible for funding 3 consecutive years. An incomplete application may be rejected at the discretion of the Columbus Community Foundation Board of Directors. An organization may not submit more than one grant application in a year. Each application must be limited to one project.

***Areas of Interest***: The CCF Supports Grants that address one or more of the following areas (Check all that apply):

- ☐ Arts and Culture
- ☐ Basic Human Needs
- ☐ Economic and/or Community Development
- ☐ Education
- ☐ Natural Resources and Conservation

## *Application Package must include all the items listed:*

- **Grant Application Cover sheet** (use cover sheet provided)
- **Proposal Narrative**: Include the following (**7**) items in your narrative.

  (Maximum 3 pages for narrative, numbers 1-7) (70 percent of total proposal)

  **1.** Organizational Background: What are the primary goals of your organization? How long has your organization been in existence? Who does it serve? How are you funded? What are your annual activities?

  **2.** Describe your Proposed Project.

  **3.** How does the proposed project address your organization's primary goals?

  **4.** How does the proposed project enhance the Community of Columbus?

  **5.** How many people will benefit from the proposed project?

  **6.** Collaboration – what current community support does your organization have for the proposed project? If your organization is part of a larger organization (i.e., department of a government agency) please provide in writing evidence the larger organization supports the proposed project.

  **7.** Governing Board and Staff: Please provide a list of your Board of Directors (list their positions on the board and roles in the community (volunteer, staff, board, etc.) Is your board financially contributing to your organization? If so, what % of board members?

- **Project Budget:** BE SPECIFIC. You must use the Budget Form provided. (20 percent of total proposal) Make sure to include all income and expenses related to the total project. Include income (cash and in-kind) and expenses for all items related to the project, even if you are not requesting funding for them. (For example: if you are requesting funding for only a printer, do you have paper, cartridges, computer? Who is contributing the funding for these items or who is contributing these items?) No salary or administrative requests are allowed.

- **Project Schedule** (10 percent of total proposal) including project start and completion dates.

- **Overall Annual Operating Budget with Balance Sheet for your organization**

- **Copy of 501(c)3 designation letter**

****Successful applicant organizations will be required to complete reporting forms within 6 months of the grant award and must be willing to conduct a site visit regarding the proposed project with the grant committee. ****

**What resources are required to complete your project? Include a budget showing ALL expenses:**

| Item | Amount Requested from CCF | Amount from "other sources" | Total Cost of Item |
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| | | **PROJECT TOTAL** | |