2020-2021 Cornerstone Legacies Foundation Honor Flight Assistance Grant Application

PURPOSE: To leverage funds in order to help Honor Flight Hubs further their own missions.

Deadline Friday, April 3, 2020

Cornerstone Legacies Foundation 8901 Greeneway Commons Place STE 100 Louisville, Kentucky 40220 (502)656-3335

CornerstoneLF.org



Cornerstone Legacies Foundation Nonprofit Assistance Funds Application

Funding Period April 17, 2020-April 16, 2021

NOTICE – PLEASE READ THE FOLLOWING STATEMENT

Proposals often receive low scores because applicants fail to follow instructions leading to uncertainty about the project goals and intended results. The clearer the details, the fewer questions a reviewer will have about the validity/feasibility of a proposal. Applicants also stand a better chance of success if they adhere to the required components of the application and information package. Please contact Cornerstone Legacies Foundation (CLF) if there are questions about aspects of the proposal.

BACKGROUND

Cornerstone Legacies Foundations wants to aid in the missions of Honor Flight Hubs across the nation.

Priority will be given to Hubs based on their projected impact.

Who Can Apply?

Any Honor Flight Hub who is a 501(c)(3) nonprofit shall be eligible to apply.

NONPROFIT ASSISTANCE

- 1. NONPROFIT ASSISTANCE INFORMATION
 - a. Applicant shall demonstrate that the nonprofit will remain financially viable after funds have been expended.
 - b. Applicant shall submit quarterly reports on July 17, 2020, October 16, 2020, January 15, 2021 and a final report on April 16, 2021. The project deadline is April 16, 2021.
 - c. The funds shall be spent by April 16, 2021, unless extended by written agreement between the applicant and Cornerstone Legacies Foundation. *Extension requests must be submitted no later than sixty (60) days prior to April 16, 2021.*
 - d. In the application, provide an estimate based on a vendor quote for all purchases.
 - e. Only one application per Nonprofit.
 - f. <u>Unspent funds and funds not expended in accordance with the agreement shall be</u> returned to CLF within forty-five (45) days of board notification.
 - g. No changes or substitutions are allowed after the agreement is accepted by CLF board without prior written approval from the board.
- 2. ELIGIBLE EXPENDITURES for the Cornerstone Legacies Foundation Honor Flight Assistance Grant
 - a. Funds from this grant are only intended for Honor Flight Hubs to pay for its monthly cost associated with the use of Honor Apps. A software application designed to improve the process of carrying out the mission of honoring veterans.

2020-2021 Cornerstone Legacies Foundation Nonprofit Assistance Application Submission Details

Send the completed application to:

Cornerstone Legacies Foundation ATTN: James Russell Bushong, Director 8901 Greeneway Commons Pl. STE 100 Louisville, KY 40220

In order to be eligible for funds, the application

MUST BE postmarked no later than Tuesday, March 31, 2020

or hand-delivered to Cornerstone Legacies Foundation

no later than 4:00 pm on Friday, April 3, 2020.

Most frequent errors seen on applications:

- 1) Failure to address all items.
- 2) Failure to provide details about the validity of financial viability of a nonprofit.
- 3) Failure to adhere to the required components of the application and information package.

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PART A	PART A SECTION 1 – Applicant Information					
Applicant Name:				Nonprofit		
				Name:		
Address:				Phone:		
				Fax:		
City/State/Zip:				E-mail:		
Official Signatory	Official Signatory			Position: ☐Board chair/president		
for Applicant:	olicant:			☐ Director ☐ Founder		
Address:	dress:		Phone:			
				Fax:		
City/State/Zip:				E-mail:		
Public Charity Status	: □501	(c)(3). 🗆 Other.				
EIN:						
		SECTION 2 – Aut	horized Sign	ature		
I hereby certify that t	the subm	ission of this app	lication has	been duly au	thorized by the	
governing body of th	e entity,	and that I am leg	ally authoriz	ed to sign th	e application.	
Printed Name		Signature		Date		
PART B	SI	ECTION 3 – Detai	ls of Funds l	Jsage		
Answer the following	-					
necessary. Each response must be numbered to correspond to the question. Applications will						
be evaluated based ι	ipon resp	onses.				
A) Description						
1) List the service area by physical boundaries – include cities, counties, etc. that will actively						
benefit.						
2) Are the benefits provided by the Nonprofit otherwise unavailable in the service area?3) Describe how and why the requested funds are needed to further the Nonprofit's mission.						
4) Provide a timeline for the implementation of funds.						
B) Advertising						
your nonprofits partnership with Cornerstone Legacies Foundation? Describe the proposed						
-	advertising. Include the target audience and media to be used.					
2) Identify any advertising partners and how/what they contribute.						
C) Service or Personnel						

D) Project Sustainability

Advertising + Service + Other

1) Describe if the nonprofit will remain financially viable after grant funds have been expended to consider use of Honor Apps.

2	-	Identify potential sources of revenue or time that could be generated for your nonprofit from the use of these funds. Is it anticipated that the funds will generate revenue or time?					
3	3) Desc	ribe the criteria and methods to be used for measuring success of the fur	nds use.				
PAR	ТВ	SECTION 4 – Use of Funds					
Complete the budget table below. The cost should be an estimate based on a vendor quote.							
Complete for all areas that apply							
Prog	Program Advertising Estimate						
		Advertising Total=					
Serv	rice		Estimate				
1 st n	nonth						
2 nd I	month						
3 rd month							
4 th r	th month						
5 th r	nonth						
6 th r	nonth						
		Service or Personnel Total=					
Oth	Estimate						
		Other Request Total=					

Total Fund Request

Contacts for Additional Information

Cornerstone Legacies Foundation 8901 Greeneway Commons Pl. STE 100 Louisville, Kentucky 40220 CornerstoneLF.org

Funds Assistance Section

James Russell Bushong (Director)	(502)656-2224	JBushong@CornerstoneLF.org
James Russen Bushong (Director)	1 (302)030-3334	Jousnoilg (w Connerstoneer.org