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 <u>no later than Tuesday, March 31, 2020</u> or hand-delivered to Cornerstone Legacies Foundation <u>no later than 4:00 pm on Friday, April 3, 2020.</u>

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.

2020-2021 Cornerstone Legacies Foundation							
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	:	Cornerstone Legacies Found 8901 Greeneway Commons Pl. Louisville, Kentucky 4022 (502)656-3335 Cornerstor	ation STE 100 20	CORNERSTONE LEGACIES FOUNDATION			
PART A SECTION 1 – Applicant Information							
Applicant Name:			Nonprofit Name:				
Address:			Phone:				
			Fax:				
City/State/Zip:			E-mail:				
			I				
Official Signatory			Position: \Box	Board chair/president			
for Applicant:			Director	□Founder			
Address:			Phone:				
			Fax:				
City/State/Zip:			E-mail:				
Public Charity Status:	□50	01(c)(3). 🗆 Other.					
EIN:							
		SECTION 2 – Authorized Sign	ature				
I hereby certify that t	he sub	mission of this application has	been duly au	thorized by the			
governing body of the entity, and that I am legally authorized to sign the applic			e application.				
Printed Name		Signature		Date			
PART B SECTION 3 – Details of Funds Usage							
necessary. Each respo be evaluated based u	onse m	ions on a separate sheet of pap just be numbered to correspon sponses.					
A) Description							
benefit. 2) Are the benefit	s provi	y physical boundaries – include cit ded by the Nonprofit otherwise un y the requested funds are needed	navailable in tl	ne service area?			
Provide a timel	ine for	the implementation of funds.					
B) Advertising							
your nonprofits advertising. Inc 2) Identify any ad	s partne lude th vertisin	cify radio, TV, newspaper, social r ership with Cornerstone Legacies e target audience and media to b g partners and how/what they co	Foundation? D e used.	•			
C) Service or Personne	el						

1) List	1) List hourly rate and number of hours projected to work.				
D) Project	Sustainability				
1) Des	1) Describe if the nonprofit will remain financially viable after grant funds have been expended				
to c	onsider 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) Describe the criteria and methods to be used for measuring success of the funds use.					
PART B	SECTION 4 – Use of Funds				
Complete	he budget table below. The cost should be an estimate based on a v	vendor quote.			
Complete for all areas that apply					
Program A	dvertising	Estimate			
	Advertising Total=				
Service		Estimate			
1 st month					
2 nd month					
3 rd month					
4 th month					
5 th month					
6 th month					
	Service or Personnel Total=				
Other Cr	Fatimate				
Other – Sp		Estimate			
	Other Request Total=				
Advertising + Service + Other 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)656-3334	JBushong@CornerstoneLF.org
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