2023 Cornerstone Legacies Foundation Honor Flight Organizational Grant Application \$200-\$500

PURPOSE: To leverage funds in order to help Honor Flight Hubs improve their organizational capabilities.

Deadline Saturday, March 31, 2023

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

CornerstoneLF.org



Cornerstone Legacies Foundation Honor Flight Organizational Grant Application

Funding Period March 31, 2023-December 31, 2023

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 submit how the funds were utilized to help further the mission.
 - b. The funds shall be spent by December 31, 2023, 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 December 29, 2023.*
 - c. In the application, provide an estimate based on a vendor quote for all purchases.
 - d. Only one application per Nonprofit.
 - e. <u>Unspent funds and funds not expended in accordance with the agreement shall be returned to CLF within forty-five (45) days of board notification.</u>
 - f. 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 Organizational Grant
 - a. Funds from this grant are only intended for Honor Flight Hubs to pay for cost associated with organizational improvements. These improvements should save the Hub time.

2023 Cornerstone Legacies Foundation Honor Flight Organizational Grant 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

OR

jbushong@CornerstoneLF.org

In order to be eligible for funds, the application MUST BE postmarked no later than Tuesday, March 28, 2023 or emailed/ hand-delivered to Cornerstone Legacies Foundation no later than 4:00 pm EST on Friday, March 31, 2023.

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.

2023 Cornerstone Legacies Foundation Honor Flight Organizational Grant Application \$200-\$500

Cornerstone Legacies Foundation 8901 Greeneway Commons Pl. STE 100 Louisville, Kentucky 40220 (502)656-3335 CornerstoneLF.org



PART A SECTION 1 – Applicant Information						
Applicant Name:				Nonprofit		
				Name:		
Address:				Phone:		
				Fax:		
City/State/Zip:				E-mail:		
Official Signatory	Position: [Position: \Box	Board chair/president		
for Applicant:		□ Director □		□Founder		
Address:				Phone:		
City/State/Zip:				E-mail:		
Public Charity Status: ☐501(c)(3). ☐ Other.						
EIN:						
SECTION 2 – Authorized Signature						
I hereby certify that the submission of this application has been duly authorized by the						
governing body of the entity, and that I am legally authorized to sign the application.						
Printed Name		Signature			Date	
PART B		SECTION 3 – Details		_		
Answer the following questions on a separate sheet of paper. Use additional pages as						
necessary. Each response must be numbered to correspond to the question. Applications will						
be evaluated based upon responses.						
A) Description						
 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						
1) What media type (specify radio, TV, newspaper, social media etc.) will you use to advertise						
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) Project Sustainability						
 Describe the criteria and methods to be used for measuring success of the funds use. 						

PART B	ART B 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 apple	У					
Advertising		Estimate				
	Advertising Total=					
Other – Specify	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
----------------------------------	---------------	----------------------------