



**Howard & Beth Bryant Foundation  
Grant Application**

The Howard and Beth Bryant Foundation empowers the Heppner community through purposeful giving and active engagement to ensure its bright, sustainable future. Foundation resources are provided to worthy projects and groups best fulfilling our community initiatives and mission.

**To apply, please complete the following form, and questionnaire below thoroughly. Please see grant requirements, including specific eligibility and exclusions on Page 3. If grant is accepted, a final report is required (guidelines for final report can be found on Page 4).**

**Attach complete budget for grant project. Please keep responses to 150 words or less.**

Organization: \_\_\_\_\_ EIN (if applicable): \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Purpose of Grant: \_\_\_\_\_

Total Project Cost: \_\_\_\_\_

Amount Requested: \_\_\_\_\_

1: Brief explanation of project/program:

2: What are the anticipated results of the project?



(Page 2) Organization \_\_\_\_\_

3: How will the project be funded in the future? (Please attach complete project budget or pro-forma outlining anticipated expenses).

4: How do you see this project benefiting the community?

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**Howard & Beth Bryant Foundation** retains all discretion regarding disbursement of funds, as well as granting, continuation, and withdrawal of funding.

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Applicant First and Last Name (PRINT)

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Applicant First and Last Name (SIGNATURE)

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Date

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Organization

**Mail or Email grant application, full project budget and any other attachments to:**

[kimc@hbbfoudation.org](mailto:kimc@hbbfoudation.org)

**Howard & Beth Bryant Foundation**

Attn: Kim Cutsforth

PO Box 12

Heppner, OR 97836

(541) 676 9411



## **Howard and Beth Bryant Foundation**

### **Grant Guidelines**

#### **ELIGIBILITY & EXCLUSIONS**

**Grant requests must meet ALL the following requirements before consideration will be given:**

- Applicant organizations must be a Heppner Based Non-Profit organization, special district, or a governmental entity.
- Geographical focus of project must be for the benefit of residents of Heppner.
- Should have other funding sources (may include in-kind and cash contributions from local and regional sources) for the total project budget committed before application.
- Priority will be given to “Project Ready” projects.
- Exceptions may be granted at the discretion of the board.

**HBBF will not consider funding requests for:**

- Endowments or reserve funds.
- General fund drives, such as United Way.
- Debt retirement or operating deficits.
- Indirect expenses unrelated to the project or program being funded.
- Sponsorship of fundraising events.
- Propagandizing or influencing elections or legislation.



**Howard and Beth Bryant Foundation  
Grant Guidelines  
Final Reporting Form**

*Here is the guideline you will need for your final report. Please include all materials requested:*

Date: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Purpose of Grant: \_\_\_\_\_  
Amount of Grant: \_\_\_\_\_ Date Received: \_\_\_\_\_

**Give a description of the project including its specific objectives:**

To what degree were these objectives achieved? If not fully met, what factors affected the success of the project? What plans do you have for meeting and /or revising these objectives in the future?

What have been the measurable results to date of this project on your organization's functioning or effectiveness (i.e., increased capacity, enhanced operations, stimulated increased private funding)?

What has been the measurable impact on the population you serve?

Attach a copy of your original project budget and identify both income and expenditure to date. If any revisions have been made in the original budget, please explain in detail.

Please attach any new publications or media stories related to the project that came out in this grant year. Photos of the project are welcome (please include permission to include them by HBBF in promotion of these grants).