



OWC Community Enrichment Grant Instructions

All applications should be clear and precise with straightforward answers and little or no repetition. Applicants should justify how the resources requested for the grant will positively benefit the military community. Grants will typically not be made for the following purposes:

- fund-raising campaigns
- re-granting of funds in an organization's own name
- supporting religious/political organizations for religious/political purposes
- for general support of operating budgets

To be considered, applications must be signed by the appropriate board authority or executive director, authorizing the grant application and agreeing to implement the proposed activities if funded. Applications for a school must be signed by the school's principal.

**THANK YOU FOR YOUR SUPPORT OF
OUR MILITARY COMMUNITY!**

Application for 2012 OWC Community Enrichment Grant

1. Organization Information

Organization _____

Point of Contact's (POC) name _____

POC's position in the organization _____

Address to which the Camp Pendleton Officers' Wives' Club (OWC) should send correspondence related to this request:

POC Work phone _____ POC Home/Evening phone _____

POC cell phone _____ POC email _____

Executive Director of Organization _____
(or Principal of School)

2. Project Information

Project name _____

Purpose for which funds are needed. Summarize the project, including critical issues, opportunities it addresses, the benefits to the community, and/or the changes it hopes to attain. Give pertinent information that will help the OWC Community Enrichment committee evaluate your request and include how the activity benefits the military community.

Amount requested from OWC \$ _____ Total cost of project \$ _____
(make certain that the sums of the amounts listed on the project budget, below, match these amounts!)

Date funds are needed _____

Number of people who will be impacted by funds: _____ youth _____ adults

Percentage of participants served who are: _____% active duty _____% military dependents

3. Project Budget

List the total cost of each item or activity that must be purchased to accomplish your project. Also list the amount of support you are requesting from OWC for each item or activity. For each of these items or activities, show how much you are also requesting from other sources.

Item/Activity (OWC does not usually fund consumables such as food)	Total cost of each item/activity	Amount of each item/activity you are requested from OWC	Amount of each item/activity you are requesting from other sources
Equipment:	\$ \$ \$ \$ \$ \$ \$	\$ \$ \$ \$ \$ \$ \$	\$ from \$ from \$ from \$ from \$ from \$ from \$ from
Uniforms	\$ \$	\$ \$	\$ from \$ from
Entry fees	\$ \$	\$ \$	\$ from \$ from
Registration fees	\$ \$	\$ \$	\$ from \$ from
Other	\$ \$ \$ \$ \$	\$ \$ \$ \$ \$	\$ from \$ from \$ from \$ from \$ from

Please also attach a current operating budget for your organization, if applicable.

Have you received an OWC Community Enrichment Grant in the past? (circle one) YES NO

If YES, date and amount _____

Total revenue currently available in support of the item/activity _____

4. Project Timeline

Please describe the beginning, end, and key events of your project. Be sure to specify the time frame when the requested funding would be spent.

You may attach any other information you feel would be beneficial to the OWC Community Enrichment Committee in making a determination about your grant request.

Applications for Community Enrichment Grants are due or postmarked by **29 Feb 2012**.

Mail the completed application to:

Mrs. Sandy Sadler
1013 Breakaway Drive
Oceanside CA 92057

- I have read and understand the information and instructions on the “Community Enrichment” page of the Camp Pendleton OWC website and on this application.
- I understand that once a request is approved, every effort will be made by the OWC to donate the full pledged amount. However, approval of funding for a request is never a guarantee that the approved amount will be funded.

POC Signature _____ Date _____

Executive Director Signature _____ Date _____
(or School Principal)

Specify **exactly** what name should appear on the “payee” line of OWC’s check should your grant be approved. NOTE: payee cannot be an individual.

Provide address to which check should be mailed (if different than POC’s address on page 1 of this application).
