

BUTLER COUNTY BAR ASSOCIATION FOUNDATION GRANT APPLICATION

The Butler County Bar Association Foundation (BCBAF) is committed to aiding individuals and organizations that work with and provide programs and opportunities related to the core mission of the BCBAF: access to justice, education, and general charity. This application is designed to assist the BCBAF Board of Directors in choosing which programs to present to the general Bar Association for funding opportunities. Please take your time in filling out the application, and be sure to explain how your program or organization extols the virtues and mission of the BCBAF:

OUR MISSION

The mission of the Butler County Bar Association Foundation is to promote access to justice, legal education, and charity in accordance with the mission and goals of the Butler County Bar Association.

INSTRUCTIONS

All responses should be typed, in a Regular font no less than 12pt in size. Please submit an electronic copy (PDF preferred) to the following: foundation@butlerbar.org

- **PLEASE NOTE: All submissions MUST be emailed to:** foundation@butlerbar.org

ELECTRONIC APPLICATIONS MUST BE RECEIVED NO LATER THAN 5:00 PM on FEBRUARY 28

Grant recipients will be notified of the BCBAF's decision in June.

(For a list of previous grant recipients and programs funded visit us on the web at https://butlercountypabar.org/bcba_foundation)

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Basic information

Name of Organization/Person applying
Name of person submitting application (Contact person)
Specific amount of funds requested
Address
Phone #
Email
EIN Number
501(c) status * <i>Must have IRS 501(c) approval prior to submission. A copy of the IRS 501(c) determination letter must be submitted with this application.</i>
Amount of yearly expenditures on charitable giving
If applying organization/person has previously received a grant from the BCBAF in the last three years, please state the amount(s) received along with the purpose of the request in that given year.

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Questionnaire

1. Please explain, in 300 words or less, why you are applying for this grant.

2. In 300 words or less, why is Butler County important to you or your organization?

3. In 300 words or less, please explain how your proposed program and/or opportunity fits within the mission of the BCBA Foundation and its stated goals.

4. In 1000 words or less, tell us about your program/opportunity/need and what you plan to do with funds received.

5. Do you know anyone in the Butler County Bar Association?

6. How much do you estimate to need to fund your program?

7. How much do you have already to fund your program?

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8. How much are you requesting from the BCBAF to fund your specific project/program? *(Please note all BCBAF grants are one-time grants. Grantees will need to reapply every time they wish to receive monies from the BCBAF)*

Finally, the BCBAF isn't just about giving away money. If possible, how can our members get involved in your organization, and how could we (and the members of the Butler County Bar Association) possibly help with your program in other ways (e.g. volunteers, advertisement, ect...)

How Can We Help?

Please explain how BCBA members can help in other ways.

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CHECKLIST

Provide the following documents (**combined as a single PDF**) indicating:

- Your organization's entire budget.
- The itemized budget for this Project, specifying items for which BCBAF support is requested.
- Most recent financial statement, audited if available.
- The IRS determination of tax-exempt status.
- Any promotional or descriptive literature about the organization.

Where to send your completed application:

Email complete application and supporting documents to:

foundation@butlerbar.org

Questions:

Questions should be directed to Janis Hackett at jhackett@butlerbar.org or by phone 724-841-0130.

Grant requests for the grant cycle are due by 5:00 PM on February 28. Grant recipients will be notified of the BCBAF's decision in June.