## Kiwanis International Foundation Grant application guide for Kiwanis entities

The Kiwanis International Foundation Board of Trustees' grant application review process is extensive. The information below will help you submit a complete grant application. Please review this guide and the grant application carefully as only grant applications which meet the following requirements will be reviewed by the Board of Trustees. Please contact us with any questions via email at grants@kiwanis.org or call 1-800-KIWANIS, ext. 159 (U.S. and Canada) or +1-317-217-6159 (worldwide).

The Kiwanis International Foundation provides grants only to Kiwanis clubs, districts and district foundations. Grant requests made by an organization on behalf of a Kiwanis entity will not be considered; requests must come directly from the club, district or district foundation. Grants are a partnership between your Kiwanis organization and our foundation so all inquiries regarding the grant application process must be made to our foundation directly from the club, district or district foundation requesting funding, not a third party organization which may benefit from the grant.

You must apply using the Kiwanis International Foundation's grant application for Kiwanis entities. All answers must be typed in the space provided in the PDF document using your computer. Handwritten grant applications or modified versions of our grant application will not be accepted.

Do not send information beyond what is requested in the application. Any such extraneous information will disqualify your application from consideration.

Priority will be given to grants involving Kiwanis' Service Leadership Programs and projects involving young children. Requests for land purchase will not be considered.

The grant must further the goals and ideals of Kiwanis and promote the growth and development of Kiwanis in the area where the funded project is located.

Clubs and districts may apply for funding up to US\$25,000. District foundations may apply for funding up to US\$10,000. Please note the foundation may award less than the amount requested.

Grants may be awarded to the same Kiwanis entity for the same project for a maximum of three consecutive years. A previously funded Kiwanis entity must apply each year to be considered for additional funding.

Applications postmarked by April 15 will be reviewed at the June/July board meeting. Applications postmarked by November 15 will be reviewed at the January/February board meeting.

Applications with missing information or which include flawed budgetary information will not be reviewed. If your funding request includes anything beyond the grant application it will not be reviewed. To submit your grant application, have it signed by the appropriate Kiwanian for your organization and provide seven (7) single-sided copies by postal mail to the following address.

Kiwanis International Foundation Program Services Manager 3636 Woodview Trace Indianapolis, IN 46268 USA

