2027 GRANT REQUEST APPLICATION

Camas-Washougal Community Chest offers financial support to 501(c)(3) organizations serving the Camas-Washougal area or eligible school district

CAMAS-WASHOUGAL COMMUNITY CHEST
SINCE 1946
HELPING LOCAL CHARITIES THRIVE

- Applicants must demonstrate that all or a high percentage of their funds will be used to support the Camas/Washougal communities
- Grant monies are distributed quarterly beginning February 2027
- Grantees must file a written report detailing fund use at the end of 9 months, in December 2027
- Deviations from the proposed use of funds must be reviewed, discussed and approved by the CWCC Board *before* using funds in a different way than originally approved

(Return this page with GRANT APPLICATION)

SECTION I - General information (TIP: hit "tab" to move from one fillable box to the next)

Organization Name _____ **Date** _____

Mailing Address _____

Contact Person _____ **Phone** _____

Contact email _____

Are you a 501(c) (3) organization? Yes ◯ **No** ◯ **Federal Tax ID #** _____

Are you the Camas School District? Yes ☐ **Are you the Washougal School District? Yes** ☐

Grant Amount Requested $ _____ **If CWCC grant awarded, checks to be made payable to:**

_____

List approximate *number of individuals* served by recent grant funds received from CWCC in:

2024_____ **2025**_____ **2026**_____ **Estimate for 2027** _____

Briefly state your organization's purpose:

SECTION II - Specific Requested Info (Return answers as attachment with GRANT APPLICATION)

ATTACHMENT 1 *Attach a sheet to this Grant Application with the following information:*

1. **Need:** Describe need for the grant.
2. **Objective:** Specific purposes for the grant funds requested.

   NOTE: explain how the grant funds will serve to advance one or more of the following purposes: poverty, hunger, and homelessness, education and youth activities, health, welfare, and special needs, natural resource conservation, civics, culture, arts, and history, crisis and emergency services
3. **Other Funding:** List any other funds, including the source of those funds, expected to assist with the activity, service or project related to this grant request.
4. **Impact:** Number of people in the Camas-Washougal area who will benefit from the activity, service or project related to the grant request.
5. **Service Area:** Geographic locations to be served.
6. **Budget:** Show total budget for the activity, service or project related to this grant request, including a breakdown by funding source.
7. **Timetable:** State when grant funds are to be spent. Grant approval is only given to applications with expenses incurred within the twelve months following the grant award in March. CWCC intends for the grant to be used for services, supplies, construction or other costs incurred after notification of a grant award is received by the applicant.

SECTION III - Supporting Information (Return answers as attachment with the GRANT APPLICATION)

EXHIBITS A, B, C, D, E *Attach a sheet to this Grant Application with the following information*:

Exhibit A: Financial statement for latest fiscal year with assets, liabilities, income and expenses

Exhibit B: Proposed budget for the activities supported in part, or fully funded, by this grant

Exhibit C: Percentage of the proposed budget (from Exhibit B) that will fund activities, services or projects in the Camas-Washougal area. Discuss the mechanisms and procedures you will use to monitor the geographic disbursement of the grant dollars

Exhibit D: *Use of Funds Declaration* and *Permission to Use Digital Photos and Videos* (see forms to fill out on last pages of this document)

Exhibit E: *Grant Report Cover Page*, see page 5 and submit by December 31, 2027

SECTION IV - Provide Three Digital Photographs With Grant Report

(If grant is awarded, submit photos with GRANT REPORT)

If you receive a 2027 Grant from CWCC, the ***Grant Report*** due in **December 2027**, *must* be accompanied by three digital photos that depict how the grant monies were spent. Once submitted, the digital photos will become the property of the CWCC and may be used in published works of the Community Chest to illustrate how grant funds awarded support the local communities of Camas and Washougal.

- **Grant Report and photos:** e-mail to info@CamasWashougalCommunityChest.org

SECTION V - More Information

For further information please contact: Camas-Washougal Community Chest
President Andrew Gustely • (704) 918-8475 • info@CamasWashougalCommunityChest.org

SECTION VI - Submitting Grant Application and Filing Grant Report

- **Preferred method:** Save this Application and Attachments as a PDF and email to info@CamasWashougalCommunityChest.org
- **If necessary:** Application and Attachments may be mailed to
  Camas-Washougal Community Chest • PO Box 960 • Camas, Washington 98607

Grant Application deadline

E-mailed: Dated on or before December 15, 2026 *(preferred method)*
Mailed: Postmarked on or before December 15, 2026

Grant Report deadline

E-mailed: Dated on or before December 31, 2027 *(preferred method)*
Mailed: Postmarked on or before December 31, 2027

SECTION VII – Volunteer Utilization **(Return this page with GRANT APPLICATION)**

Your volunteer coordinator's contact information:

Name: _____ Phone: _____

Email: _____

• If your organization uses volunteers to deliver your services, please briefly describe below the ***type of tasks*** you assign to those volunteers and the ***number of volunteers*** that are needed:

2027 GRANT USES & PERMISSIONS

Use of Grant Funds Declaration & Permission to Use Digital Photos and Videos

(return this page with GRANT APPLICATION)

CAMAS-WASHOUGAL COMMUNITY CHEST

Name of Grant Applicant: _____

Grant Request Amount: $_____ **Provide brief summary of proposed program/project funding is requested for:**

DECLARATION

If our proposed program/project is funded by the Camas-Washougal Community Chest, we understand that the grant funds ***must*** be spent consistent with the approved Grant Application. If for whatever reason circumstances change that would warrant spending the grant funds for purposes not consistent with this Grant Application, we acknowledge and understand that we must review said changes with the Camas-Washougal Community Chest ***before*** spending the grant funds for purposes not consistent with this Grant Application.

We further acknowledge and understand that the Camas-Washougal Community Chest may not disburse grant funds for our new proposed uses if those uses are not consistent with the goals and objectives of the Camas-Washougal Community Chest.

PHOTO USE PERMISSION

As a recipient of a Community Chest grant, we understand that we need to provide ***three digital photos*** that depict how the grant award was used. We further understand that once e-mailed to the Community Chest, the photos will become the property of the Community Chest and may be used in published works of the Community Chest to show how its grant awards benefit the Camas and Washougal communities. If needed, see page 8 for photo/video release form.

Signed By: _____

(authorized representative of grant applicant)

Print Name of Representative _____ **Date:** _____

2027 GRANT REPORT
Cover Page

Due by December 31, 2027

(If grant is awarded, submit with GRANT REPORT)

CAMAS-WASHOUGAL COMMUNITY CHEST

Grant Applicant: _____ **Award Amount:** _____

At a minimum, please provide the following information in the report:

1. Organization name, contact name
2. Dollar amount of grant funds spent to date
3. Describe how the funds were spent
    - including list of expenditures *and* number of individuals served
4. List any deviations to proposed spending/purposes agreed to by the Board when the grant issued
    - (to ensure deviations are consistent with the objectives of the CWCC, any significant deviations must be reviewed and approved by the CWCC before the funds are spent)
5. Describe one or more examples of how you ***publicly acknowledged the CWCC grant***
    - (see page 7 of this application)
6. Additional comments if any

Grant Application deadline

E-mailed: Dated on or before December 15, 2026 *(preferred method)*
Mailed: Postmarked on or before December 15, 2026

Grant Report deadline

E-mailed: Dated on or before December 31, 2027 *(preferred method)*
Mailed: Postmarked on or before December 31, 2027

- **Preferred method:** Save this Application and Attachments as a PDF and email to info@CamasWashougalCommunityChest.org
- **If necessary:** Application and Attachments may be mailed to Camas-Washougal Community Chest • PO Box 960 • Camas, Washington 98607

>> Please retain and submit this page as *Cover Page* (Exhibit E) for *Grant Report*

APPLICATION CHECKLIST

Submit this completed Checklist with Grant Application

(Return this page with GRANT APPLICATION)

CAMAS-WASHOUGAL COMMUNITY CHEST

If information has been provided, √ check box

- ☐ Need for grant (Attachment 1 – Item 1)
- ☐ Specific purposes for the grant (Attachment 1 – Item 2)
- ☐ Other funds, including source, used to support activity, service or project (Attachment 1– Item 3)
- ☐ Number of people expected to be served by grant funds (Attachment 1 – Item 4)
- ☐ Geographic locations to be served (Attachment 1 – Item 5)
- ☐ Total budget for activity, service or project broken down by funding source (Attachment 1 – Item 6)

If Supporting Information has been provided, √ check box

- ☐ Include *this* completed Checklist
- ☐ Organization's last fiscal year financial statement (Exhibit A)
- ☐ Organization's budget for activities, services or projects funded by this grant (Exhibit B)
- ☐ Percentage of budget used in Camas and Washougal communities (Exhibit C)
- ☐ Signed Use of Funds and Digital Photos declaration form (Exhibit D)

By √ checking box, we understand a *future action* is required for these items

- ☐ Submit Grant Report by December 31, 2027
- ☐ *Grant Report Cover Page* (Exhibit E), see page 5
- ☐ **Required** – Provide three digital photos with *Grant Report*
- ☐ **Optional** – Submit one or more 30 – 60 second videos by December 31, 2027

> Submit this completed Application Checklist with Grant Application

WE NEED AND APPRECIATE GRANT ACKNOWLEDGEMENTS

Help Us to Help You in the Future

CAMAS-WASHOUGAL COMMUNITY CHEST

- The Camas-Washougal Community Chest is supported solely by donations from individuals, businesses, foundations and events. More than 95% of donations received are distributed as grants to local non-profit organizations which offer activities, services or projects in the Camas and Washougal area.
- Those activities, services or projects must advance one or more of the following purposes: education, youth activities, aid to people with special needs, natural resource conservation, health and welfare programs, crisis and emergency services and other similar charitable or civic objectives.

Since we don't offer services directly, our greatest challenge is name recognition–letting people know we serve the local community through our partners such as yourself. We appreciate your help in raising our profile in the local community so that we can continue to offer grants in the future.

HOW YOU CAN HELP AND TIPS FOR INCLUDING CWCC IN YOUR ORGANIZATION

Mention CWCC as a sponsor or partner, in whole or in part:

- In press releases
- In presentations
- In printed materials, brochures, flyers, posters, annual reports, etc.
- Use our logo in written or digital publications, as appropriate
- Become a *Friend of Camas-Washougal Community Chest* and advocate for us in appropriate settings.
- On your website, provide a logo and link to the CWCC website http://www.CamasWashougalCommunityChest.org/

Thank you!

OPTIONAL: Provide 30 – 60 second video

Anytime during grant period e-mail to info@CamasWashougalCommunityChest.org a 30 – 60 second video that depicts how the grant monies were spent. Once submitted, the video will become the property of the CWCC and may be used in social media posts of the Community Chest to illustrate how grant funds awarded support the local communities of Camas and Washougal.

VIDEO USE PERMISSION

As a recipient of a Community Chest grant, we understand that we may provide 30 – 60 second videos that depict how the grant award was used. We further understand that once e-mailed to the Community Chest the videos will become the property of the Community Chest and may be used in social media posts of the Community Chest to show how its grant awards benefit the Camas and Washougal communities. If needed, **see page 8 for a photo/video release form**.

PHOTO / VIDEO RELEASE FORM

I hereby grant the Camas-Washougal Community Chest permission to use my likeness in a photograph, video, or other digital media (hereafter referred to as "photo") in any and all of its publications, including web-based publications, without payment or other consideration. I understand and agree that all photos will become the property of the Camas-Washougal Community Chest and will not be returned.

I hereby irrevocably authorize the Camas-Washougal Community Chest to edit, copy, exhibit, publish, or distribute these photos or for any lawful purpose. In addition, I waive any right to inspect or approve the finished product wherein my likeness appears. Additionally, I waive any right to royalties or other compensation arising or related to the use of the photo.

I hereby hold harmless, release, and forever discharge the Camas-Washougal Community Chest from all claims, demands, and causes of action which I, my heirs, representatives, executors, administrators, or any other persons acting on my behalf or on behalf of my estate have or may have by reason of this authorization.

I HAVE READ AND UNDERSTAND THE ABOVE PHOTO RELEASE.
I AFFIRM THAT I AM AN AUTHORIZED REPRESENTATIVE OF MY ORGANIZATION AND THAT LEGAL PERMISSION WAS OBTAINED FOR ALL PHOTO SUBJECTS UNDER 18 YEARS OF AGE.
(Organizations that work with minors, please sign both areas below)

I ACCEPT
> THE CONDITIONS OF THIS PHOTO RELEASE DOCUMENT

Organization Name _____ **Date:** _____

Signed By: _____
(authorized representative of organization)

Print Name of Representative _____

I ACCEPT
> FOR PHOTOS WHICH INCLUDE SUBJECTS UNDER 18 YEARS OF AGE
I attest that legal permission was obtained for all subjects under 18 years of age for this photo to be taken, shared, and used for non-commercial purposes

Organization Name _____ **Date:** _____

Signed By: _____
(authorized representative of organization)

Print Name of Representative _____

SAVE PRINT DELETE all entries (irreversable)