

Information

The Hammond Urban Enterprise Association has allocated Partnership Grant funding for all public, private, and community organizations located within the Enterprise Zone boundaries.

The proposal must be reviewed and approved by the Executive Director and the HUEA and the Board of Directors prior to commencement of the project. Proposals are due at least two months prior to the project's incipience. Grants shall be awarded according to:

- 1. IMPACT** - The grant funding must have a civic betterment impact on the Zone community and coincide with the HUEA mission.
- 2. INTEGRITY and STABILITY** – The entity requesting funds must have stability and credibility within the community. Two letters of recommendation must be sent to the HUEA from organizations familiar with your organization.
- 3. HISTORY** – Applicant must provide a history of successfully completed projects.
- 4. REQUEST** – Funding request must be feasible and include a detailed budget of the activity.

GRANT PROCEDURES

1. Submission of application to the UEA staff,
2. Review by the executive committee and staff,
3. Approval, approval with amendment, or rejection

Applications must apply to the Enterprise Zone community. Grant requests are due at least two months prior to the activity.

Application

Name of Organization: _____

Street Address: _____

City: _____ State: _____

Phone: _____ Email: _____

Number of years in existence: _____

Names of Officers or Persons Making the Request: _____

Mission Statement and Purpose of Organization: _____

State Purpose of Funding Request: _____

Indicate Zone Area Impacted and Community Benefit: _____

BUDGET SUMMARY

EXPENDITURE CATEGORIES	<u>GRANT MONEY</u>	<u>CASH MATCH</u>	<u>IN-KIND DONATED MATCH</u>	<u>TOTAL</u>
TOTAL				

TOTAL FUNDS REQUESTED: _____

To the best of my knowledge, the information submitted is true and accurate.

Name and Title of Person Submitting the Grant (please print):

Name **Title** **Date**

Signature of Applicant (a stamped signature is UNACCEPTABLE)

Name **Title** **Date**

SEND COMPLETED APPLICATION TO:
Hammond Urban Enterprise Association
649 Conkey Street, Suite 1
Hammond, IN 46324

PUBLIC COMMENT FORM

DIRECTIONS: Comments should be requested from any agency, organization or individual cooperating with or impacted by this project. Comments on this form will be used by the Hammond Urban Enterprise Association to assess the amount of support for this project; the reputation and stability of the organization; and the level of coordination between organizations.

PROJECT INFORMATION (to be filled in by applicant)

PROJECT APPLICANT:

CONTACT PERSON: _____ **PHONE #:**

PROJECT TITLE:

BRIEF DESCRIPTION OF PROJECT:

COMMENTS :(from the public, organizations or agencies)

SIGNATURE

***TITLE/ORGANIZATION**

DATE

*Representing _____ Private citizen _____ Non-profit _____ Service Organization

_____ Local Government _____ State Government _____ Federal Government

PLEASE CHECK ONE

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