

6/30/08



P.O. Box 4237
Portsmouth, New Hampshire
03802-4237

Grant Information Sheet

MISSION

Seacoast Crime Stopper's Mission is the promotion of law and order and the better enforcement of existing laws by assisting the Police Departments in the City of Portsmouth and the Towns of Greenland, Newington, New Castle and Rye, New Hampshire and the Towns of Kittery and Eliot, Maine in apprehension and conviction of criminals through making funds available for use in offering rewards; by helping develop a community offensive against crime; by motivating members of the public to cooperate with the Police Departments for the Cities and Towns mentioned above.

When considering grant applications, the staff and board of directors of Portsmouth Crimeline DBA Seacoast Crime Stoppers focus on the broad goal of improving safety in the Community we serve, as well as the specific grant-making priorities established by Portsmouth Crimeline DBA Seacoast Crime Stoppers and each of its towns.

PROJECT-SPECIFIC GRANTS

Project-specific grants are grants aimed toward a one-time specific goal, conforming to the mission of the Portsmouth Crimeline DBA Seacoast Crime

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Stoppers, and are will be considered in amounts between \$100.00 and \$15,000.00

GRANT ELIGIBILITY

We accept grant applications from organizations recognized as tax-exempt under Section 501 (c) (3) of the Internal Revenue Code and from public agencies. Other organizations or community groups who do not have 501(c) (3) status may apply for grants if another tax-exempt organization acts as a fiscal agent.

The following are generally not eligible for support:

- ❖ Religious programs
- ❖ Expenses already incurred or deficit reduction
- ❖ Capital campaigns for acquisition of land, buildings or renovations
- ❖ Replacement of public or government funding
- ❖ Academic research
- ❖ Programs to re-grant the funds to others

GRANT APPLICATION PACKAGE

Grant applications must include two identical sets of the following documents:

* Completed Application, including the following;

- Organization Mission Statement
- Summary of Organization: (highlight current programs and services – when appropriate, include meaningful statistics/data)

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- Summary of Proposed Work: (describe the program, activities, or organizational development you plan to pursue)
- Statement of Need: (describe why this work is important to undertake at this time)
- Three Expected Outcomes of this Work
- Evaluation Plan: Describe the specific outcomes that will happen as a result of your proposed work, including the evaluation tools you will use to monitor your work.
- Financial Plan (If requesting funds in excess of \$2,500.00): Describe what part of the work you plan to support with grant funds, including other sources of funds applied for or already committed.

* We reserve the right to request the following:

1. Project budget showing income and expenses for the proposed work.
2. Current operating budget for organization.
3. Current list of board members with affiliations and phone numbers.
4. IRS 501 (c) (3) non profit status determination letter.
5. Most recent financial statement or audit for organization.

GRANT REVIEW CRITERIA

Seacoast Crime Stopper's grant review process is highly competitive and not all applications are recommended for funding. We review applications for clear, compelling and persuasive arguments addressing the following criteria:

- ❖ Alignment with Seacoast Crime Stoppers Mission Statement

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- ❖ Community need or opportunity for the proposed work
- ❖ Organizational health – capacity of staff, board and volunteers to complete the work
- ❖ A thoughtful, practical work plan for the proposed work
- ❖ Financial health – a diverse and balanced funding strategy, leveraging other revenue
- ❖ A well-scaled plan to evaluate the proposed work

Additional Review Criteria

- ❖ Thoughtful, practical strategic plan showing the organization's goals, activities and measurable outcomes planned for the grant period
- ❖ Proven organizational track record of significant accomplishment, staff and board strength that indicate likelihood of continued success
- ❖ Proven ability to complete the proposed work based on completed grant reports of successful prior grants with the foundation.

NOTE: Final grant reports are required for any prior grants in order for Seacoast Crime Stoppers to consider a new grant application.

PUBLICITY REQUIREMENTS

All Grantees are required to publicize and advertise Seacoast Crime Stoppers in press releases, newsletters, brochures, annual reports and other promotional materials related to the project(s) and will be required to provide proof of such publicity at the time of final reporting.

Grantees shall be bound by the Publicity Guidelines provided at the time of grant.

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WHEN TO APPLY

Grant requests are reviewed on a monthly basis. Grant awards are subject to fund availability. You will be notified the outcome of your request within 6 weeks of receipt of your completed application.

WHERE TO MAIL GRANT APPLICATIONS

Seacoast Crime Stoppers

PO Box 4237

Portsmouth, NH 03802

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P.O. Box 4237
Portsmouth, New Hampshire
03802-4237

Grant Application

1. Date

2. Select the community served by the proposed work: (circle one or more)

Portsmouth Greenland Newington Rye Kittery Eliot York

3. Amount of Funding Requested: \$

4. Purpose Statement: (please complete the following sentence in 15 words or less)

"This grant will be used to..."

APPLICANT ORGANIZATION CONTACT INFORMATION

Applicant Organization Name:

Address:

CEO/Executive Director:

home #:

Email:

Website URL: www.

Contact for Application:

Phone #:

Email:

Fiscal Agent Name: (if applicant is not a 501 (c) (3) or (4))

Address:

Phone #:

Contact Name:

Email:

Year Founded:

Geographic Area Served:

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Number of Paid Staff: (specify full/part-time):

Annual Organization Budget: \$

of Members:

of Volunteers:

of Clients Served per Year:

Applicant Summary

Please respond briefly in the spaces provided below. You may attach additional materials if necessary.

Organization Mission Statement:

Organization Description: (Highlight current programs and services – when appropriate include meaningful statistics / data)

Summary of Proposed Work: (Describe the program, activities, or organizational development you plan to pursue)

Statement of Need: (describe why this work is important to undertake at this time)

List three expected outcomes of this work:

1.

2.

3.

Financial Plan: Describe what part of the work you plan to support with grant funds, including sources of funds applied for or already committed. (if requesting over \$2,500.00)

Seacoast Crime Stoppers Support: This refers to grants awards through the competitive application process only. Please provide information on the last three grants made by Portsmouth Crimeline DBA Seacoast Crime Stoppers including: date of award, amount, and purpose of the grant. *Note: An interim or final report is required for prior grants before a new application will be considered.*

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Seacoast Crime Stoppers reserves the right to request a copy of your current operating budget, current board list, project budget, and IRS 501 (c) letter if applicable.

See Seacoast Crimestoppers Grant Information Sheet for further instructions