



# Cone Foundation Grant Application

The CONE Foundation      401 High School Road      Arkadelphia, AR 71923

## Information for Grant Applicants and Guidelines for Submitting Proposal

### History

The CONE Foundation was started in 1997 by the Ross Foundation. The Gifted and Talented Class of 1998 at Arkadelphia High School were the members of the first CONE Foundation with Anne Linn as their sponsor. It was determined that the students would raise a portion of the money each year to be given away and would apply in a grant proposal to the Ross Foundation for the remainder of the money. The name CONE Foundation was established with two meanings—first, it stands for the Class of Ninety-Eight, but more importantly it is symbolic of the pinecone. The pinecone is a symbol for pine trees, in which the Ross Foundation’s assets are primarily held. Since the CONE Foundation was to be a “mini” foundation of the Ross Foundation this seemed most appropriate. The CONE Foundation has operated successfully ever since that time. Several years ago the CONE Foundation also became a member of the Arkansas Community Foundation’s YAC program. The program allows the CONE Foundation to fund YAC money for a student-initiated grant in addition to the Ross money and the money the CONE Foundation earns. All CONE Foundation grants will be given to worthy, non-profit organizations within Clark County, Arkansas.

### General Purpose

The CONE Foundation seeks proposals for innovative programs and projects from organizations which can demonstrate tax exempt status under Section 501 (c) (3) or public charity status under Sections 509 (a)(1) or (2) of the Internal Revenue Code. The major focus of the Foundation's philanthropic program has historically been restricted to projects that are located in and will benefit the Clark County, Arkansas area. Funding is not provided for political lobbying, political advocacy or legislative activities, or grants to individuals. Funding is generally not provided for operating expenses of established agencies, grants to foreign organizations, grants for foreign expenditure, or debt reduction drives. The CONE Foundation also seeks to teach students about philanthropy and their community.

### Application Guidelines

If you believe that your project or organization meets our guidelines, we invite you to apply for a grant.

Proposals Received by:	Will be Reviewed by:	Funds for Approved Projects Will be Available by:
<b>October 31, 2019</b>	November 7, 2019	December 3, 2019

Completed proposals should be mailed or delivered to:

**The CONE Foundation, attention Sarah Matlock,  
Arkadelphia High School  
401 High School Road  
Arkadelphia, Arkansas 71923**

### Full Proposal

Please comply with the following guidelines when submitting your application. By submitting an application to the CONE Foundation it is understood that the party responsible for submission of a grant application has obtained the necessary approval to submit the application from the applying agency’s directors. **One application with 3 copies should be submitted, and include the following information:**

1. Applicant Information shall include:
  - Brief description of the nature of the applying organization (Include the primary purpose of the organization and state its general area of operation)
  - Brief description of the applying organization's current programs, activities and accomplishments
  - List of current board members, if applicable
2. A copy of an IRS letter verifying its Section 501 (c)(3) status or public charity status under Sections 509(a)(1) or (2) of the Internal Revenue Code, if applicable, and an affirmation letter signed by a responsible officer, director, trustee or chief executive of the organization that the IRS determination letter has not been revoked and that the present operation of the organization and its current sources of support are not inconsistent with the organization's continuing classification stated in the determination letter.
3. Proposal Details shall include:
  - Statement of need / problem to be addressed (This statement should describe the specific need that has been identified.)
  - Narrative describing how the project will be conducted (It is understood that the size and nature of this narrative will vary depending on the characteristics of each project. The purpose of this section is to present any programmatic and organizational aspects of the project.)
  - Description of project goals and the programs / activities planned to accomplish these goals
  - Timeline for the project, if appropriate
  - List of other organizations, if any, cooperating in the implementation or funding of the project
  - List of names of key staff / volunteers responsible for project implementation
  - List of other individuals, corporations and foundations to whom you have submitted a grant application for this project, and any results (or projected results) from these other sources
  - Long term sources / strategies for funding of project at the end of the grant period, if appropriate
  - Expected impact, such as how the persons served will benefit, how your organization will benefit, number of persons that will benefit, and how the community as a whole will benefit
  - Statement of project priorities (If funding is not available for the entire project, please state areas of most importance to the success of the project.)
4. A statement regarding how the organization will evaluate the success of this project and how and when it will be measured.
5. Project Budget
  - Give a detailed description of your budget describing how you would use the money. Be sure to indicate how much of the project this grant will fund and all other sources of income to this project that might be available to you.

No changes in the use of approved grant funds or in the direction of the project or program may be made without the CONE Foundation's prior written approval.

#### **Monitoring Grants, Payment and Grant Evaluation**

The purpose of monitoring is to help the grantee succeed, to help the foundation evaluate the success of the grant and to receive input from the grantee on the project and other projects which might evolve from it. Once grants are approved, the CONE Foundation will monitor grants. Once a project is concluded, grantees are required to evaluate the project in light of its original goals, numbers of people served, outcomes and social impact. We expect grantees to be honest about failures as well as about success. Reporting requirements will be set forth in the Acceptance Agreement set up between the CONE Foundation and grantee.

For additional information or questions, please contact:

Sarah Matlock, CONE Foundation sponsor, 401 High School Road, Arkadelphia, AR 71923; phone 870.246.7373; fax 870.246.1154; e-mail [sarah.matlock@arkadelphiaschool.org](mailto:sarah.matlock@arkadelphiaschool.org).



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The undersigned hereby certifies that the foregoing information is correct to the best of his or her information and belief.

\_\_\_\_\_  
Contact Person (Print or Type)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Signature of Contact Person

\_\_\_\_\_  
Date

Please attach this form to your grant application.





