



June 29, 2018

Members in good standing of the Quad Cities Shelter & Transitional Housing Council:

Please find enclosed the grant application for 2018 funding from In From the Cold of the Quad Cities, Inc. For your convenience, the grant application will be added to the IFTC website at infromthecoldqc.org, which may be used to complete electronically.

The completed application is due to *In From the Cold of the Quad Cities, Inc.* no later than 4:00 p.m. on **August 31st, 2018**. Applications received after August 31st date will **not** be considered.

Mail applications to:

In from the Cold
P.O. Box 245
Davenport, Iowa 52805

Or

Submit electronically to:

Danielle Richardson
drichardson@chcqca.org

Important Reminders

Agencies who receive grant funds from In From the Cold of the QC are required to have:

- A display at the Mayor's Hunger Luncheon.
- At least one person attend the press conference when grants are distributed.
- At least one person attend the luncheon and provide brief update on how the award was utilized.

(Failure to adhere to these provisions may result in a decline of future funding)

If you have any questions, please feel free to email me at:
drichardson@chcqca.org

Sincerely,

Danielle Richardson
Board President



**In From the Cold
Grant Application
2018**

**Completed applications must be received by
August 31st, 2018 and sent to:**

**In From The Cold
P.O. Box 245
Davenport, Iowa 52805**

Or

**Submitted electronically to:
Danielle Richardson
drichardson@chcqca.org**



Our Mission

In From the Cold of the Quad Cities is an organization of volunteers seeking to address homelessness in the Quad Cities. To this end, we work to strengthen community awareness of the problem and to provide financial support to members of the Quad Cities Shelter and Transitional Housing Council in their efforts to provide services to the homeless in our community.

In 1991, members of our community who were concerned with the growing number of homeless persons and the lack of services in place to meet their needs met to share ideas and form the group called In From the Cold.

The primary focus of this group has always been to raise funds for homeless service providers so that no person will have to live on the street, in an abandoned car or building, or in an unsafe location.

The major fundraising event for our group is the Mayor's Hunger Event, which is held each fall. At the luncheon we serve a simple meal of soup and bread and encourage all Quad Citizens to "eat simply so that others may simply eat." Our greatest accomplishment has been in the way we raise funds and keep our costs to a bare minimum, therefore placing all of our dollars back into the community. This is achieved through the efforts of our volunteers as well as donations from a generous community.

We also work as a group to bring attention to the needs of homeless persons through education in our community. We feel it is our responsibility to work towards positive changes regarding those in our community who need a warm and safe place to lay their heads each night.

In From the Cold
Grant Guidelines/Summer 2018
(READ CAREFULLY - AFFECTS ELIGIBILITY)

ENCLOSURES

- The following attachments will be required along with a narrative regarding your program/project application.
- Place information in the order listed below.
- Forms may be reproduced on computer and adjust spacing to accommodate information. However, all items in the forms provided by In From the Cold **must** be included in your application.
 - Application Cover Page (form provided)
 - Program/Agency Mission Statement
 - List of Board of Directors and their affiliations
 - Proof of Not For Profit Status – 501(c)(3)
 - Program Budget (form provided)

(Applications without these attachments will not be considered)

FUNDING GUIDELINES

Items/Projects Funded by In From The Cold

Project/Program costs that can be tied directly to serving the homeless population may be considered for funding by In From the Cold. Applicant must be specific in what funding is already available to the organization and amount still needed.

Items/Projects NOT Funded by In From The Cold

- Administrative expenses are not covered with grant funds
- Operational Expenses including salary and utilities
- Equipment funded at the discretion of the review committee

ADDITIONAL REQUIREMENTS

- Agencies who receive grant funds from In From the Cold of the Quad Cities, Inc. must be members in good standing of the Quad Cities Shelter and Transitional Housing Council.
- Agencies who receive grant funds must attend the press conference when grants are distributed. Grant recipients will be contacted by an In From the Cold board member regarding date and time of press conference.
- Agencies who receive grant funds must provide a display at the Mayor's Hunger Luncheon on Wednesday, November 14th, 2018.

- In From the Cold will contact grant awardees to nominate a program participant to provide a brief update at the 2018 Mayor's Hunger Luncheon on how the award was utilized.
- Grant applications must be post-dated or delivered to the correct address as posted on the front page. Applications sent to the wrong location or received past the designate will not be considered.

***Failure to adhere to these provisions may result in a decline of future funding.
A letter will be sent to awarding agency to notify of any noncompliance.**

PROGRAM/PROJECT NARRATIVE (Please be specific, concise and no longer than 3 pages)

Your narrative should:

- Describe fully the specific program/project for which you are requesting funds, and how funding will assist you in your efforts to serve the homeless population.
- Describe how you would use the requested dollars.
- Describe program services provided by your organization (include program activities and outcomes).
- Address how you will communicate your use of funds awarded from In From The Cold of the Quad Cities, Inc.

**Grant Application - 2018
Cover Page**

Applicant Name: _____

Program/Project Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Executive Director/Program Manager: _____

Contact Person: _____

Telephone: _____ E-Mail: _____

Type of Proposal: New service or project
 Enhance or expand current service or project

Amount of funding requested from In From The Cold: \$ _____

Is this your first request for funding from In From The Cold? Yes No

Have you ever received funding from In From The Cold? Yes No

If yes, please list year and amount received.

Year _____	Award _____
Year _____	Award _____
Year _____	Award _____
Year _____	Award _____

Affirmation: I hereby affirm that to the best of my knowledge and belief, all data in this application is true and correct and that the funds will be used for the program/project as defined in this application. If awarded, the Agency/Organization will comply with In From The Cold guidelines.

I hereby affirm that my agency/organization is a voting member of the Quad Cities Shelter and Transitional Housing Council.

Signature: _____ Date: _____

Name (Please Print or Type): _____

Title: _____

Grant # _____
Award \$ _____
Check # _____
Receipts _____

**In From The Cold
Project Budget - 2018**

Specific Needs	Total Budget for Project	Total Amount Requested From IFTC	Funds Currently Available	Sources of Available Funds	Funds Requested Elsewhere	Sources of Other Requests
Other Costs (be specific and itemize)						
Totals						
% of total						

Itemize cost categories. (You may use separate sheet if desired.)
