

# AMELIA ISLAND RUNNERS

## MINOR GRANT APPLICATION PROCESS

### **GUIDELINES FOR GRANT APPLICATIONS**

Amelia Island Runners is an organization devoted to promoting and encouraging our local community to be more active through running, jogging, and walking. As part of our mission, we're dedicated to providing grants to other local charities, groups, and individuals to help them develop these activities in our community. The information below provides an outline of the grant application process and grant requirements. Please contact Amelia Island Runners at [president@ameliaislandrunners.com](mailto:president@ameliaislandrunners.com) if you have any additional questions about the process.

### **GUIDELINES FOR GRANTS**

Amelia Island Runners gives grants principally in the following areas:

- Youth Running Clubs or Groups
- Local Fitness Clubs or Groups
- Charities Providing Benefits to Local Citizens

Grants are **NOT** normally given for:

- Activities that are primarily the responsibility of central or local government
- National charities or organizations or any groups where the grant funds provided would be used outside of the local community

### **SIZE OF GRANTS**

Minor Grants – Core funding grants of between \$0 and \$500.

Major Grants – Core funding grants in excess of \$500. Please contact the President of Amelia Island Runners at [president@ameliaislandrunners.com](mailto:president@ameliaislandrunners.com) for additional details regarding the Major Grant Application Process.

### **GRANT APPLICATION PROCEDURE**

To apply to Amelia Island Runners for a grant, a charity, group, or individual must complete the application form. The form is available on the website at [www.ameliAISlandrunners.com](http://www.ameliAISlandrunners.com), or you can send an email requesting a form to [runnernews@aol.com](mailto:runnernews@aol.com).

Applications may be submitted to Amelia Island Runners at any time throughout the year, through email (to [president@ameliaislandrunners.com](mailto:president@ameliaislandrunners.com)) or via mail to Amelia Island Runners, Inc.; ATTN: AIR Grants; PO Box 15322; Fernandina Beach, FL 32035.

There are two (2) grant application periods during each calendar year, January-July and August-December. A Grant Application Review Committee consisting of the Board of Directors or their designees within Amelia Island Runners will meet twice each calendar year (February and September) to review grant applications that have been submitted up to the final day of the previous application period. For example, the February Review Committee will consider only those applications received from August 1<sup>st</sup> to December 31<sup>st</sup>.

The Grant Application Review Committee is authorized to award up to \$1000 during each review period. Individual grant amounts may vary depending on the requests of the various applicants, number of applicants, etc. Unused grant funds from each review period will roll over to be used in the subsequent review period.

### **ACKNOWLEDGEMENT**

Charities should also offer Amelia Island Runners the opportunity for its support to be recognized and acknowledged publicly.

# AMELIA ISLAND RUNNERS

## MINOR GRANT APPLICATION FORM

Information requested in this application form is the minimum required for a grant to be considered.  
**Applicants should enclose or attach additional information as necessary.**

<b>1. CONTACT DETAILS</b>	
Name of Charity/Group Requesting Grant	
Name of Contact Person	
Address for Correspondence	
Telephone Number	
Email Address	

<b>2. APPLICANT CHARITY</b>	
<p>Description of the Main Purpose of the Group/Charity and Grant Funds.</p> <p>Note: Please provide specific descriptions, quantities, costs, etc. of the items or resources that the grant funds will be applied to in this section. Please be as specific as possible in your description.</p>	

<b>3. GRANT</b>	
Size of Grant Requested	