



GULF BREEZE Will Do

2021 Grant Workshop



Agenda

- Who We Are and Why We Are Here
- GBWD Grant Requirements
- Walk-through GBWD Grant Application
- Tips and Helpful Hints
- Questions and Answers



About Gulf Breeze Will Do

- Formed in 2014 by women to engage other women in philanthropy by collectively providing grants to worthy causes serving the 32561 and/or 32563 zip code areas
- 100% of members' dues (\$250) awarded in grants
- Seeking grant recipients who desire to improve our area, who give their time and energy to make Gulf Breeze and Pensacola Beach a better place



Grant Requirements

- Your project or initiative must serve the communities in the 32561 (including Pensacola Beach) and/or 32563 zip code areas.
- Your grant application must be received by email or postmarked by September 30th, 2022, to be considered.
- You must spend the grant funds within 6 months of the award date and provide receipts/documentation showing how funds were spent.
- Your request must be for a specific amount, between \$1,000 and \$10,000, to be considered.
- You should be aware that GBWD may conduct a site visit and/or interview.



Grants Will Not Be Considered For

- Debt reduction (including reimbursements)
- Interim or bridge funding
- Endowment funds
- Existing operating expenses; however, start up operating costs will be considered
- Grants situated at a private home or lot
- Capital projects involving property the organization does not own or have at least a five-year lease
- Partisan, legislative, or political activities
- Faith based projects or initiatives that require participation in activities of a particular faith, denomination or religion in order to benefit from the project or initiative



Grant Categories

- Art, Recreation & Sports
- Education
- Hardship Support Services
- Public Safety
- Environment



Application Walkthrough

Note the due date.

Check the box, if applicable, if you do not have a board of directors on principal.

Make sure your contact information is legible.



GRANT APPLICATION 2020

Instructions: Please submit only requested information. Enter information in all fields below. You may attach a document(s) to the application. **Awards will be announced November 15th, 2020.** The application must be **EMAILED or POSTMARKED by September 28th, 2020.**

I. ORGANIZATION/INDIVIDUAL(S) INFORMATION

A. Individual(s)/Organization's Legal Name(s):

B. Project Title:

C. Category: Please choose the category that applies to your grant request. Gulf Breeze Will Do reserves the right to move a grant application into a category the organization deems more appropriate.

____ Art, Recreation & Sports

____ Hardship Support Services

____ Education

____ Public Safety

____ Environment

School Principal/Board President/Executive Director Signature

By signing above, I confirm that I have read and approve of this grant in its entirety.

Check here if you do not have a Board of Directors or Principal

D. Contact Person: _____

Contact Email: _____

Cell Phone: _____ Alternate Phone: _____

Address: _____

Certification:

I certify that I am authorized to apply for a grant on behalf of the project and/or organization. I understand that if selected to receive funding, I must furnish a report showing how funds were spent and that the funds were spent solely for the purpose for which the grant is sought. I certify that to the best of my knowledge, the statements contained in this application are true, correct and complete.

Signature

Printed Name

Date



Application Walkthrough

Make sure you use no more than 200 words in answering Question 1 and no more than 150 words for Questions 2-9.

Question 1 will be the only thing the general membership will read about your grant. It's that important.

We need quotes attached to back up your numbers.

Please check your math.

If your PDF reader does not allow you edit this form, please answer the questions on a separate document and attach it with your grant submission.

II. PROJECT INFORMATION

Project Start Date: _____ Project End Date: _____

Note: Please limit your response to Question 1 to no more than 200 words. If you go over the limit, your application will be returned. Also limit your answers to Questions 2 to 9. to 150 words.

1. Brief Summary of Project. *This brief summary is the only information sent to the general membership if you are a finalist.*
2. Target Population (include demographics on population).
3. Geographic area being served by project.
4. Describe the specific need for your project in the community.
5. Describe what you hope to accomplish through the proposed project.
6. Describe the specific activities and services that will be provided by this project.
7. Describe the anticipated timeline for your project.
8. Describe your plans for sustainability for the project.
9. Describe any other pertinent information to be included in the grant request.

III. PROJECT EXPENSES:

Please complete the expense table below and ATTACH ALL QUOTES AND ESTIMATES from which costs were derived. Your application will be considered ineligible if vendor estimates/quotes are not attached or do not match this expense table.

Expense	Cost

Total Cost: _____

Total cost must be a specific amount, not a range.

Expenses/receipts will only be paid/reimbursed for expenses identified here and only after the award date. Expenses incurred before the award date will not be reimbursed. All items purchased with GBWD funds are the property of the organization/project and not the grant applicant.

IV. GRANT SUBMISSION

The grant application and all required documentation must be submitted by either:

1. Email to GBWDgrantapplications@gmail.com by September 28th, 2020
2. US Mail postmarked by September 30th, 2019 and mailed to

Gulf Breeze Will Do
P.O. Box 1193
Gulf Breeze, FL 32562

We strongly recommend submitting the application well before the deadline to ensure the applicant sufficient time to correct any errors.



Grant process

- You will receive an email confirmation when your application has been received
- The grant will be reviewed by the board for minimum eligibility
- A committee of GBWD members will review the grants and will be contacting you by email if we have questions or need clarification.
- Applicants will be notified in October whether their grant was chosen as a finalist
- Grant finalist presentations will be conducted either in person before the membership or prerecorded
- GBWD members will vote that day or vote absentee by a deadline to be determined
- GBWD will either pay invoices directly to vendors or reimburse for approved expenses made after Nov. 15th



Tips and Helpful Hints

- Be sure to clearly demonstrate how your project or initiative is serving the 32561 and/or 32563 zip code areas. Be as specific as possible about who you are serving.
- First impressions are important; avoid jargon and make sure your application is legible.
- Consider including additional support for your case, like a letter from someone who has benefited from your program.
- If you haven't heard from GBWD within two days of emailing your grant application, please reach out to us.
- Grammatical and spelling errors are a turn off. Have someone proofread your application materials. Subject matter errors can be a killer.
- We have word count limits to our grant questions. If you go over, your grant will be rejected.



- You CAN be a member and apply for a grant.
- You CAN apply for more than one grant, provided the grant requests are for separate and distinct initiatives.
- You CAN reapply for a grant.
- You do not have to have tax-exempt status to be considered for a grant. If you receive a grant, we recommend you consult with your tax advisor to ensure you report income appropriately.
- If there is a problem with your grant application, we will contact you and give you the opportunity to correct the application and resubmit it to us (provided the grant was received early enough before the deadline).
- Your organization does not have to have a 32561 or 32563 address, as long as you demonstrate that your project and/or initiative is serving those areas.



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Email grant applications and grant related questions to:
GBWDgrantapplications@gmail.com