



*The Community Foundation of Muncie & Delaware County, Inc.*

**MAXON FUND GRANT APPLICATION**

The Maxon Fund was established when assets of The Maxon Foundation were transferred to The Community Foundation of Muncie and Delaware County, Inc. The Maxon Foundation was originally established by Maxon Corporation and the founding family as a way to give back to the community and support worthy causes in Delaware County. The Maxon Foundation Fund will generally award grants to organizations and programs that support at-risk children and families. Most grants will be awarded in the \$5,000 - \$15,000 range.

Maxon Grant applications are due **July 31<sup>st</sup>** each year. Applicants will be notified of the status of their grant award no later than **September 30<sup>th</sup>**.

Date \_\_\_\_\_ Organization # \_\_\_\_\_  
*(Foundation use only)*

Organization \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Federal EIN Number \_\_\_\_\_

E-mail \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone \_\_\_\_\_

Amount Requested \_\_\_\_\_ Dates for Project Implementation \_\_\_\_\_

Have you applied to other agencies or foundations for this project? \_\_\_\_\_. If so, please indicate name and amounts, and when you expect a reply: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Provide one (1) stapled copy** of the following:  
*(Please do not submit applications in binders.)*

- This grant application cover sheet.
- The organization's mission statement.
- A list of your officers and board of directors with affiliations.
- A copy of the organization's Federal IRS tax exemption letter.
- A letter of endorsement from your Board President, Principal or Chief Executive Officer.
- Brief proposal that provides:
  - a. Project goals and objectives
  - b. Implementation plan
  - c. Project budget including expected revenue, in-kind contributions and other grants
  - d. Staff involved in project
  - e. Community benefits
  - f. Method of evaluation

\* The Maxon Fund Advisory Committee reserves the right to request additional information. Please contact The Community Foundation of Muncie and Delaware County, Inc. at 747-7181 with any questions about the application process.

**Please send grant application packets to: The Community Foundation of Muncie and Delaware County, Inc., ATTN: Program Officer, P.O. Box 807, Muncie, Indiana 47308.**