



Spokane Gives 2018 Mini Grant

Many organizations within our community are unable to cover the variety of costs that accompany volunteer projects. The Spokane Gives Mayor's steering committee has received generous donations from corporate and community partners to create a mini-grant fund. The mini grants can cover project expenses, up to \$500, for Spokane Gives participants and projects hosted during Spokane Gives 2018.

Spokane Gives 2018

[REQUIREMENTS]

- Open to any non-profit organization that is registered on Volunteer Spokane, www.volunteerspokane.org.
- If your agency is not registered, go to www.volunteerspokane.org and click 'Agency Sign-up' to register and list your volunteer opportunities.
- Once your agency is registered click **"Add Opportunity"** and fill out your project information. Add 'Spokane Gives 2018' **BEFORE** the title of the volunteer opportunity. We will manually add your opportunity to the initiative. Once we have added your volunteer opportunity to the initiative we will manually remove the 'Spokane Gives 2018' from the title of the opportunity. Feel free to list multiple projects throughout the month, if the need is there.
- Example: **Spokane Gives 2018** – Pantry Sorting Event.
- This year we will be using the initiative feature which will list ALL of the Spokane Gives 2018 volunteer opportunities under one selection. This will allow volunteers to easily find volunteer opportunities specifically for Spokane Gives on Volunteer Spokane. For an example of how projects will be listed, please visit our [Volunteer Income Tax Assistance \(VITA\) Initiative](#).
- Once you've registered your project(s), application may be submitted.
- Project mini grant requests may be made for up to \$500 per volunteer project to be completed during Spokane Gives 2018.
- With a limited amount of funding available, agencies may apply for more than one project but are asked to submit applications in order of priority. All funding request may not be able to be fulfilled.
- Projects must take place during the month of April, Spokane Gives 2018.



Spokane County United Way

Spokane Gives 2018 Mini Grant

Process:

- Applications will be accepted between January 29, 2018 to March 30, 2018; deadline may be extended if funds are still available.
- E-mail complete application to volunteer@unitedwayspokane.org
- Spokane County United Way staff and Volunteer Engagement Committee members will review requests and make funding decisions based on a first come, first serve basis and available resources.
- Notification of award will be sent as soon as possible via e-mail to contact name provided in application.
- Invoice and receipts of expenses for approved Spokane Gives 2018 project(s) must be submitted, with authorized signature, by Monday, May 14, 2018.
- Reimbursement check to agency will be issued by Friday, June 08, 2018.

A friendly reminder that there is a mini grant of up to \$300 for youth led projects.

[Click here](#) for more information and application.

Fun Fact:

The Spokane Gives initiative expands on the strong philanthropic efforts already in our region.

Sponsored by:





Spokane County United Way

Spokane Gives 2018 Mini Grant Application

[APPLICANT INFORMATION]

Organization Name: _____

Address: _____

City/ State/ Zip: _____

Name of Site Coordinator: _____

Phone Number(s): _____

E-mail Address: _____

Amount Requesting: _____

Project Name: _____

Date(s) of Project: _____

Briefly Describe the volunteer project:

Project budget details (list items and cost estimates; not to exceed \$500):

Agency Authorized Signature: _____

Date: _____

Due to volunteer@unitedwayspokane.org by March 30, 2018