



## Truliant Community Mini Grant Guidelines

The Truliant Community Mini Grant provides operating funds for projects or programs of community and faith-based, non-profit organizations that serve “underserved” groups and/or low-to-moderate income areas in the communities where we operate.

### Eligibility Requirements

- Nonprofit community or faith-based organizations with a tax-exempt status under Section 501(c) 3 of the Internal Revenue Code.
- Organizations that impact one or more of the following areas: health, human services, youth, affordable housing, financial literacy or economic development
- Organizations that provide service to “underserved,” rural or low-wealth urban areas in the following cities where Truliant Member Financial Centers are located:

**North Carolina:** Shelby, McAdenville, Winston-Salem/Forsyth County, Burlington, Mebane, High Point, Greensboro, Asheboro, Charlotte

**South Carolina:** Greenville

**Virginia:** New River, Wytheville, Richmond

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The deadline for submitting the grant application is July 1, 2011.  
Incomplete applications will not be accepted.

Contact [marjorie.rorie@truliantfcu.org](mailto:marjorie.rorie@truliantfcu.org) if you have questions.

Thank you!



## Truliant Community Mini Grant Application

### Contact Information:

Please provide the following information so that we may contact you regarding your proposal.

Date: \_\_\_\_\_

Name of Organization: \_\_\_\_\_

501(c) 3 Tax Identification Number: \_\_\_\_\_

Executive Director: \_\_\_\_\_

Address of Organization (Physical Address) \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Mailing Address if different from physical address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Fax number: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Web Site Address: \_\_\_\_\_

Project/Program Title: \_\_\_\_\_

Purpose of funds: \_\_\_\_\_

\_\_\_\_\_  
Total Organizational Budget: \_\_\_\_\_



## Proposals should include the following:

### **Organization's Information:**

1. What geographic area(s) do you serve (i.e. city, county, state)?
2. What is the address of the nearest Truliant Federal Credit Union Branch to your location?
3. What demographic groups do you serve?
4. How many people are served annually by your organization?

### **Proposal Narrative**

5. What is the mission and purpose of your organization?
6. What is the focus area(s) that you will address with this grant?
  - a.  health
  - b.  human services,
  - c.  youth
  - d.  affordable housing
  - e.  financial literacy
  - f.  economic development
7. Describe your program/project and how funding will be used?
8. What is the issue, need or problem being addressed?
9. What are the goals and objectives of your program?
10. Specify opportunities for Truliant employee involvement with your organization.
11. Additional comments (optional):

### **Attachments**

- Budget expenses for program/project
- Internal Revenue Service Tax-Exemption Letter 501 (c) 3
- Current year's operational budget showing anticipated income and expenses
- List of members of applicant's governing board showing their business, professional or community affiliations



## Application Instructions

- Narrative is limited to five (5) pages.
- Can recreate application pages
- Submit narrative on 8.5” x 11” white paper on one side only. Apply one inch margins to top, bottom, left and right sides.
- Must be typed or computer generated.
- Computer Font: 12 point in Times New Roman only OR Typewritten, no smaller than 10 pitch (characters per inch)
- Interior tables must be titled. (Not subject to the font size or single spacing)
- Number all pages consecutively.
- Use blue ink only for original signature.
- Single-space all text in the narrative.
- Use section headings for each of the main topics.
- Eligible organizations may submit only one application per funding cycle.
- Unsigned applications will be disqualified.
- Do not include videos, cassettes, disks, or other extraneous materials.
- Submit one (1) original signed copy and two copies of the entire application in one package at one time. All documents must be complete at the time of submission.
- No faxes or emails will be accepted.
- Staple applications and clamp supporting documents to application.
- Applications must be received or postmarked by 5 p.m., July 1, 2011
- Grant awards will be made at the Truliant Member Financial Center in your local area.