



ARIZONA CATTLE INDUSTRY RESEARCH and EDUCATION FOUNDATION

A non-profit 501(c)(3) corporation organized to carry out the scientific, charitable and educational purposes of the Arizona Cattle Industry.

GRANT APPLICATION

Application Deadlines: June 15 for Summer Meeting Applications.
January 15 for Winter Meeting Applications.

Applications must be received no less than 30 days prior to the next regularly scheduled Foundation Board Meeting. Applications will be forwarded to the Grants Committee for review prior to distribution to the Foundation Board along with the Meeting Notice, approximately three weeks prior to the meeting. Regular Foundation Board meetings are held during the Arizona Cattle Growers Association's Winter and Summer meetings.

The complete application package should be mailed to:

Arizona Cattle Industry Research and Education Foundation
PO Box 2619
Mesa, AZ 85214

Scope and Purpose of ACIREF Grants. ACIREF is a non-profit 501(c)(3) organization; therefore, applications must exclusively support research, education or charitable activities relevant to the Arizona Cattle Industry.

Allowable expenses. Expenses for personnel, professional services, travel and supplies pertaining directly to the execution of the proposed activities are permitted. Expenses not allowed include political or promotional activities, operational expenses of the applicant organization, and overhead or indirect costs.

Acknowledgements. Support from the ACIREF must be acknowledged in all written and oral presentations of the outcomes of the grant.

Final Report to ACIREF. A final report of outcomes and expenditures must be sent to the ACIREF within 6 months of completion of the proposed activity. A detailed description of report format will be sent to successful applicants if the grant is awarded.

Date of application: _____

Project Title: _____

APPLICANT INFORMATION

Name of Organization

Address

City, State, Zip

Employer ID Number (EIN)

Phone

Fax

Website

Contact Person

Title

Phone

Year Organized: _____

Year Incorporated: _____

Is your organization an IRS 501(c)(3) not-for-profit? _____ (Yes or No)

Is your organization a 501(c)(5 or 6) trade organization? _____ (Yes or No)

Is your organization a public agency/unit of government? _____ (Yes or No)

If none of the above, type of organization: _____

Describe the General Purpose/Mission of the organization: _____

If not previously submitted, please include with this application:

☐ Copy of current Bylaws

☐ Copy of IRS Non-Profit Determination Letter

☐ List of current Officers

☐ List of current Board of Directors

GRANT REQUEST

I. Project Summary

A. Project Title: _____

B. Please provide a 2-3 sentence summary of request: (additional information may be attached)

C. Is this request for a ☐ recurring project/program, a ☐ new project, or a ☐ project expansion?
Please explain:

D. Expected completion date of program/project: _____

II. Project Narrative

- A. Please provide up to six **intended outcomes** you plan to accomplish with this project. Each outcome should be described briefly and should include a number or figure to indicate the measurable result you intend to achieve (i.e. teach 25 classroom lessons, study completion expected by June 30th, etc.) Note: For recurring and expanded projects, you will be asked to provide the degree to which you achieved the intended outcomes of your previous grant award.
- B. In the event that only partial funding is awarded, what part(s) of the proposed project is/are a priority? Please indicate what adjustments would need to be made, if any, and how partial funding would affect your ability to carry out the proposed project successfully.
- C. Is the requested amount the total project cost? Please indicate if matching funds will be or have been secured, and the amount.

III. Project Budget

Please provide the amount of each line item with an accompanying description. Applications will not be reviewed without a detailed description of each amount requested. For more complex proposals, please use a separate attachment expanding categories A-E listed below. .

	Amount	Detailed Explanation
A. Personnel	_____	_____
(number of positions, responsibilities, pay per person, etc.)		
B. Professional Services	_____	_____
(specific duties, scope of work, etc.)		
C. Travel	_____	_____
(destinations, purpose, number of participants, etc.)		
D. Supplies	_____	_____
E. Other: (please title, list separately and describe purpose of each)		
_____	_____	_____
_____	_____	_____
Total Project Cost	\$ _____	
Amount Requested	\$ _____	_____

Agreement:

The authorized agent of the grantee organization shall agree to several requirements, including but not limited to assurances regarding the return of unexpended funds, required accounting reports, a guarantee that monies granted will be used for the specific purpose described in this application, and assurance that grant funds will not be used for any unauthorized purposes. The signed agreement form shall be submitted before any funds are issued to the grantee organization.

Authorization:

The undersigned certifies that they are authorized to represent the organization applying for a grant and the information contained in this application is true and accurate.

Signature of Applicant

Date

FINAL GRANT REPORT

A final report is required and must include the following items. Grants of \$2,000 or less are exempt from the detailed financial reporting below, although a brief report of the outcomes is important.

A. Outcomes

1. Discuss any changes in proposed educational or research programs
2. Provide metrics on outcomes, such as number of people impacted through an educational program
3. Report on each proposed Outcome listed in the original proposal

B. Financial

1. Detail expenditures, including any budget reallocation between categories

C. Acknowledgements

1. Provide copy of publications or work with acknowledgement of funding from the ACIREF
2. List presentations of work and verify that ACIREF support was acknowledged in presentations