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| **A logo with orange and blue text  Description automatically generated****GRANT APPLICATION****About the Portage Area Community Fund**The Portage Area Community Fund (PACF) was established in 2016 and is a regional giving partner of Madison Community Foundation. We are dedicated to enhancing the quality of life in the greater Portage area for present and future generations. The PACF Advisory Committee is composed of residents from the Portage area. The Committee reviews all grants.**Who Is Eligible for Grants**:* PACF grants are limited to institutions that serve people residing in the Portage School District area and are qualified under 501(c)(3) nonprofit status.
* Key interest areas include: civic and cultural enrichment, natural and historic preservation, parks and recreation, community development, youth and educational resources, and the needs of the community in the Portage area.
* PACF does not fund endowments, loans or re-grant programs, multi-year commitments, religious activities, individuals or groups without the 501(c)(3) designation, other foundations, organizations that practice discrimination, political activities or travel expenses.

**Grant Guidelines:*** Grants generally range from $200 - $1,000 and the total grant awards distributed annually equal approximately $3,000.
* Grant Application deadline is August 31st annually
* Grants must include a cover page, narrative and budget.
* Grant recipients are limited to 1 grant per 12 months.
* PACF does not practice legacy grants, which support the same program year after year.

**Types of Grants:*** General support grants that provide financial support to the organization’s overall mission, goals and budget.
* Program grants that support new programs or expansion of existing programs that have a track record of success
* Capital grants that support construction or purchase of facilities, land, vehicles, or equipment*.*

**Application Process:*** Complete this page plus up to one page of narrative.
* Incomplete applications will not be considered.
* Include proof of 501(c)(3) and a roster of organization’s board members.
* Mail or email application to: Sandy Gunderson, 2900 Forest Hill Drive, Portage, WI 53901-1283 or sandragunderson@gmail.com

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2. Describe Organization (mission, history, any deficit from last year, etc.)
3. How would the money be spent? (Exclude compensation for time/wages)
4. Is this a civic or cultural enrichment, natural and historic preservation, parks and recreation, community development, youth and educational resources and/or general needs of the community project?

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