

Hills and Hollows Fund - Hollows Application

Vermont Community Foundation

Application Introduction

If you are viewing a PDF version of these application questions, please log into the Vermont Community Foundation's Online Grants Manager at www.vermontcf.org/OGM to submit an application.

Applications are accepted each year on a rolling basis from January 1 - November 1. Applications submitted between November 2 and December 31 will not be considered.

Grant decisions are typically made within 6 weeks of submission. If your proposal is time sensitive, if you prefer to submit a paper application, or if you have other questions, please contact 802-388-3355 ext. 222 or grants@vermontcf.org.

For examples of grants that will be considered by The Hills and Hollows Fund [click here](#).

Remember in completing this application:

- Character limits include spaces and punctuation
- Include relevant, specific facts to support your answers in the application questions.
- The size of text boxes where you answer the questions can be adjusted by dragging on the lower right corner.
- The Online Grants Manager will log out after 90 minutes of inactivity so save often!
- Create a PDF version of your application, including attachments, via the "Application Packet" button at the top of the page that you can save or print.

Hollows Grant Application (\$250-\$1,500)

Project Title*

Character Limit: 100

Amount Requested*

(\$250 - \$1,500)

Character Limit: 20

Brief description of your organization or group*

Please include your mission, main activities, and recent accomplishments.

Character Limit: 300

Brief description of the project, program, or organizational service for which support is requested*

Please describe the purpose of your request in 1-2 sentences.

Character Limit: 200

Who will be carrying out the work?*

List the key staff or volunteers (name, title, and role). Enter a brief resume for the lead participants.

Character Limit: 600

Type and number of people served*

Who will benefit from your grant supported program or project?

Character Limit: 300

Grants from the Vermont Community Foundation must be paid to an IRS registered 501(c)(3) nonprofit, public school, a municipality or government agency, or a religious institution. If your organization or group does not fit these criteria, you will need to collaborate with an eligible organization (a fiscal sponsor) that will be responsible for receiving and accounting for any grant funds that are awarded. If this applies to you, please upload a signed copy of the Vermont Community Foundation's Fiscal Sponsor Agreement form in the attachments section below. [Click here to download a blank agreement form.](#)

Will you need a fiscal sponsor?***Choices**

Yes

No

Choose the best category to describe the applicant***Choices**

Public school or school-sponsored program

Town or municipal agency

Registered 501(c)(3) nonprofit

Fiscally sponsored by another organization (form attached below)

Other - please explain below

Other explanation

For example, if the applicant operates under the umbrella of a larger registered nonprofit, has a pending 501c3, or uses a fiscal sponsor use this space to provide additional details.

Character Limit: 300

Required Attachments

Organizational Budget*

Upload a PDF copy of your operating budget (with income and expenses) as approved by the Board of Directors. Please note if the income is secured or pending.

File Size Limit: 4 MB

Project Budget*

Upload a PDF copy of your itemized project budget, including both expenses and revenue. Again, please note if the income is pending or secured and identify any anticipated earned revenue from the project. Note: Administrative costs related to the project, such as staffing, rent, and gas mileage, are acceptable.

File Size Limit: 4 MB

Fiscal Sponsor Agreement (if applicable)

If applicable, a signed copy of the Vermont Community Foundation's Fiscal Sponsor Agreement form is required. ([click here to download a blank agreement form](#)). Please contact 802-388-3355 ext. 222 with any questions or to walk through your situation.

File Size Limit: 2 MB

Supporting information (Optional)

You may upload one or two pages of supporting information such as letters of support, photos in jpg format or other appropriate descriptive material.

File Size Limit: 4 MB

Save and Submit

By submitting your application to the Vermont Community Foundation, you give us permission to share your application with other potential funders, both individuals and foundations.