



2017 MAUI VISITOR INDUSTRY CHARITY WALK

GRANT APPLICATION – INSTRUCTION SHEET

(Downloadable version available at www.mauihla.org)

ELIGIBLE APPLICANTS

All non-profit organizations are eligible to apply for Maui Visitor Industry Charity Walk (VICW) grants including, but not limited to, Corporations, Associations, Foundations and Schools. Proof of non-profit status is required. All applicants are encouraged to actively participate in one of the VICW's in Maui County:

- Lana'i Walk
Saturday, May 6, 2017
- Molokai Walk
Saturday, May 6, 2017
- Maui Walk
Saturday, May 13, 2017

USE OF FUNDS

1. All grant funding must remain on Maui County and utilized to benefit the Maui County community. No funds permitted to be used outside of Maui County.
2. Funds will NOT be granted for:
 - a. The purchase of tangible real property or personal property.
 - b. Operational and/or administrative items.
 - c. Payment of the accumulation of interest or for the reduction of deficits or loans.

GRANT AMOUNTS

1. Grants will be considered on the basis of an organization's community impact and may vary in scope and size.
2. Grants from the Maui VICW are not a source of guaranteed continuous funding.
3. The awarded grant amount will be based on the organizations participation and their total funds raised with a percentage match. (i.e. Your organization raises and turns in \$3,000. Your award will equal \$3,000 PLUS the percentage match). Therefore, your "Requested Funding" amount should somewhat reflect your "Fundraising Goal" (pg. 2 of application).

APPLICATION PROCESS

1. Complete Grant Application & submit with the following:
 - a. Copy of IRS tax status letter (NO tax returns accepted)
 - b. List of current Board of Directors
2. Late applications will **NOT** be accepted, no exceptions
3. The Allocation Committee reserves the right to award or deny any Maui VICW Grant Application and may request modifications or additions to the application at any time.
4. All organizations seeking funds, must submit a new application each year.
5. All materials submitted will NOT be returned.

Deadline to submit completed Grant Application & attachments:

Wednesday, April 19 by 4:00pm or postmarked no later than Monday, April 17, 2017

APPROVAL REVIEW & GRANT AWARDS

Funding allocations and the percentage match from the 2017 Maui VICW are solely at the discretion of the Allocation Committee which is comprised of industry representatives from selected Maui Hotel & Lodging Association member properties and allied businesses in good standing. The identity of the committee members and the percentage match will NOT be made public.

****Organizations will be notified of their Grant Award at the Charity Walk Reception held in August of 2017.**

QUESTIONS

Contact the Maui Hotel & Lodging Association at 244-8625 or via email info@mauihla.org



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Applicant (Non-Profit Agency/Organization): _____

Contact Person: _____ Year Established: _____

Address: _____

City: _____ State: Hawaii Zip Code: _____

Email Address: _____ Phone: _____ Fax: _____

INFORMATION ABOUT AGENCY/ORGANIZATION:

1. Is your agency licensed as a non-profit organization with tax exempt status? Yes No
(Please attach a copy of your IRS Letter of Exemption)
Is your organization a 501(c)3? Yes No ; if not, please list your tax status? _____
List tax exempt #: State _____ Federal _____

2. List the number of Maui County residents serviced by your program/agency per year:
MAUI COUNTY RESIDENTS **DIRECTLY** IMPACTED (**consider individual clients, patients only**)
2014: _____ 2015: _____ 2016: _____
MAUI COUNTY RESIDENTS **INDIRECTLY** IMPACTED (i.e. family members, friends, associates)
2014: _____ 2015: _____ 2016: _____

3. What type of service does your organization provide to the Maui County community? (in 50 words or less)

4. Are there other agencies on Maui that provide similar services? Yes No
If yes, how does your services differ from those offered by other agencies?

5. What is your mission statement (please also attach a copy of your current list of Board of Directors):

PARTICIPATION:

An organization’s level of participation and the amount of funds raised in the Maui VICW will be taken into consideration during the funding allocation process. Agencies that do not participate actively in the 2017 VICW may not be considered for funding. In addition, if an organization raises more funds than they are requesting in their Grant Application, the Allocation Committee may increase their donation to match their participation level.

1. Fundraising Goal: What is your target amount for raising funds during the 2017 VICW? \$_____

2. As a prospective recipient of grant funds, my organization is available to (please check all that apply):

Solicit Pledges & Walkers	<input type="checkbox"/>	Provide Volunteers	<input type="checkbox"/>	Provide In-Kind Product/Service	<input type="checkbox"/>
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3. Is your organization a first time applicant? YES: NO:

a. If NO,

- list years APPLIED for VICW funding: _____
- list years RECEIVED VICW funding: _____

FUNDING:

1. Requested Funding: Amount of funding requested from the 2017 Maui Visitor Industry Charity Walk: \$_____

2. All funds must stay in Maui County to benefit Maui County residents. Explain how funds will be utilized to benefit the Maui County community (in 50 words or less):

3. List your organization’s top 5 sources of funding? Please include the source and amount.

County Grants	\$ _____	Private Foundations	\$ _____
Federal Grants	\$ _____	National Organizations	\$ _____
Fundraisers	\$ _____	United Way	\$ _____
Other (list)	\$ _____	Other (list)	\$ _____

I hereby certify that I am authorized by the Board of Directors to provide information on behalf of said agency/organization and to conduct official business on its behalf; and hereby attest to accuracy & validity of the above-provided information.

Signature

Title

Print Name

Date

DEADLINE TO SUBMIT 2017 GRANT APPLICATION:
Wednesday, April 19 - 4:00pm or postmarked no later than Monday, April 17
 Submit to: 2017 Maui VICW Allocation Committee
 c/o Maui Hotel & Lodging Association
 1727 Wili Pa Loop #B, Wailuku, HI 96793, (808) 244-8625
Late Applications Will Not Be Accepted