



2019 HAWAII ISLAND VISITOR INDUSTRY CHARITY WALK GRANT APPLICATION – INSTRUCTION SHEET

(Downloadable version available at <http://www.charitywalkhawaii.org/hawaiiisland>)

ELIGIBLE APPLICANTS

All non-profit organizations are eligible to apply for Hawaii Island 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 the Hawaii Island Visitor Industry Charity Walk

Hawaii Island Walk - Saturday, May 11, 2019

USE OF FUNDS

1. All grant funding must be utilized in a manner that benefits the Hawaii County community. No funds are to benefit organizations outside of the Hawaii 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 widely in scope and size.
2. Grants from the Hawaii VICW are not a source of guaranteed continuous funding.
3. Participation in the Hawaii VICW will affect a Grant Applicant's funding.

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 Hawaii Island 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.
6. Submission of application does NOT guarantee funding.

Deadline to submit completed Grant Application & attachments: Friday May 10th at 4:00pm

APPROVAL REVIEW & GRANT AWARDS

Funding allocations from the 2018 Hawaii Island VICW are solely at the discretion of the Allocation Committee which is comprised of industry representatives from selected Hawaii Hotel & Lodging Association member properties and allied businesses in good standing. The identity of the committee members will NOT be made public.

Organizations will be notified about the status of their Grant Applications in August of 2019

QUESTIONS

Contact Bambi Lau through e-mail at Bambi.Lau@marriott.com



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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 Hawaii County residents serviced by your program/agency per year:

HAWAII COUNTY RESIDENTS **DIRECTLY** IMPACTED (consider individual clients, patients only)

2016: _____ 2017: _____ 2018: _____

HAWAII COUNTY RESIDENTS **INDIRECTLY** IMPACTED (i. e. family members, friends, associates)

2016: _____ 2017: _____ 2018: _____

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



4. Are there other agencies on Hawaii Island that provide similar services? Yes [] No [] If yes, how do 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 Hawaii Island VICW will be taken into consideration during the funding allocation process. Agencies that do not participate actively in the 2018 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 2019 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. Amount of funding requested from the 2019 Hawaii Visitor Industry Charity Walk: \$ _____
2. All funds must stay in Hawaii County to benefit Hawaii County residents. Explain how funds will be utilized to benefit the Hawaii County community (in 50 words or less):

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 2018 GRANT APPLICATION:
Friday, May 10, 2019
Submit to: bambi.lau@marriott.com
Or
Mailed to: Charity Walk Non-Profits ATTN: Bambi Lau
69-275 Waikoloa Beach Drive
Waikoloa, HI 96738
*Late Applications Will Not Be Accepted***