

Illinois State Grange

Request for Matching Funds From the Illinois State Grange Hall Improvement Grant

On behalf of _____ Grange, I request that the Illinois State Grange Executive Committee authorize matching funds (not to exceed \$5,000) for the following project.

Each request will be considered on a case by case basis and as funds are available.

Please provide a short description of the Project (attach documentation, including detailed budget, two qualified bids, and photos of the Grange hall of areas of the hall where improvements would be made):

Please provide the Illinois State Grange Executive Committee with a financial statement.

Funds provided by the Subordinate Grange: _____

Funds Requested from the Grange Terminated Hall Fund: _____

Total Project Cost: _____
(Matching Funds cannot exceed \$5,000 or 50% of Total Project Cost, whichever is smaller)

Subordinate Grange Master Date

(Seal of Grange) _____
Subordinate Grange Secretary Date

Guidelines for Grant

1. Grant is not to exceed \$5,000 or 50% of total project cost, whichever is least. Whoever owns the hall shall apply for the grant. If the hall is rented or leased, then the Grange must provide a copy of the maintenance agreement.
2. No more than \$10,000 provided to a single Grange hall every three years.
3. The Grange must provide a short description of the project, budget, 2 qualified bids, and before and after photos of the hall or area where the improvement would be made.
4. Project must be completed within one year of start date. No funds shall be provided until the project is completed. If the project is not completed within one year of start date, it shall be up to the discretion of the Illinois State Grange Executive Committee to grant an extension period to complete the project. Photos of the completed work will be provided to the state executive committee. The grant cannot be used for anything that would be covered by insurance proceeds.
5. Project must be approved by the Illinois State Grange Executive Committee. The project must be for capital improvements. The executive committee shall provide a letter to the grange approving the project.
6. Each Grange shall provide a financial statement. The financial statement shall include all assets and liabilities and how much the Grange charges for dues.