



Views, **O**rganizations, **I**mprovements, **C**hanges, **E**xamples

Mission:

DeKalb's VOICE contributes to our community by supporting educational and significant needs.

Grant Focus:

In 2010 grants that benefit children are VOICE's highest priority.

Grant Proposal FAQs

Who Should Apply?

DeKalb's VOICE supports charitable organizations that enhance the lives of DeKalb County, Indiana, citizens. Grants to individuals, or for school trips or proms/dances are typically not funded.

When Can I Apply for a VOICE Grant?

Grant proposal deadlines are March 1 and October 1.

How Do I Apply?

A grant proposal form should be completed on the computer using the preset margins and font size. Handwritten proposals are not accepted. Once you've completed the proposal form **print, sign, and mail to the address on the form.** The form cannot be submitted electronically.

To prevent possible software glitches, please update your Adobe Reader software to the latest version. This is a free download at www.adobe.com. If using Adobe Reader version 7.0 or newer, the proposal form can be saved to your computer. If using an older version, it is strongly advised to prepare your responses in Word (or another word processing software) and then "Copy & Paste" them onto the proposal form. The font size will automatically adjust to the required size. Your responses can still be edited after placed onto the form, but cannot be saved. (*Copy & Paste – highlight the desired area; right click the mouse button, then select "Copy". Go to the desired area on the proposal form, right click the mouse button, and select "Paste".)

What's the Grant Proposal Process?

Grant proposals are submitted to DeKalb County Community Foundation's office. VOICE members evaluate the proposals against their mission and grant focus then make funding recommendations to the foundation's Board of Directors. Once grant decisions are made, notification letters are sent to all applicants. This process takes approximately 45 days, so please plan accordingly to make sure the timeline fits your program's needs.

Who Should I Contact for Questions?

Please contact Doreen Brown, Grants Program Manager at dbrown@dekalbfoundation.org, (260) 925-0311 or (888) 727-3834 with questions about the grant process.