



For Good. For Ever. For Reno County.

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June 10, 2011

## Call for Grant Proposals

Attached are materials inviting the submission of **Fund for Hutchinson** grant proposals by agencies and institutions serving or proposing to serve Hutchinson and Reno County.

**All applicants must use the attached grant application or download the application from our website, [www.hutchcf.org](http://www.hutchcf.org).** The electronic format will allow applicants to type directly into the form rather than handwriting or re-creating it. Please note that completed proposals must be submitted in hard copy and will **not be accepted via email**.

Please submit completed grant proposals by mail to Hutchinson Community Foundation, PO Box 298, Hutchinson, KS 67504-0298. Proposals may also be hand delivered to the Foundation office at the First National Bank Building, 1 North Main, Suite 501. **All proposals must be received by noon on Monday, August 8, 2011.**

In order to better assist interested applicants, the Foundation will host two technical assistance sessions. These sessions provide opportunity to discuss potential projects, to answer questions for new applicants, and to learn about reporting and outcome measurement expectations. **The technical assistance sessions will be Tuesday, June 28<sup>th</sup> and Thursday July 21<sup>st</sup>, 2011.** Please call the Foundation office at 620-663-5293 for time, location and to RSVP.

**Fund for Hutchinson Grants** will be announced in December 2011. The grants awarded in December are for projects in 2012, with a mid-term report due in July 2012 and a final report due in January of 2013.

If you have questions, please contact me at 620-663-5293 or [janet@hutchcf.org](mailto:janet@hutchcf.org)

Sincerely,

Janet Hamilton  
Community Investment Officer

Enclosures

