

2025 Community Outreach Grant Application Practice Worksheet

Thank you for your interest in The MOAA Foundation 2025 Community Outreach Grant. Before applying, please agree to the following terms and conditions:

Items marked with an asterisk* are required.

1. I/we understand submitting a grant application does not guarantee a grant will be awarded.
2. I/we understand The MOAA Foundation grants may only be awarded to MOAA councils or chapters offering programs or services to military or veteran individuals or families in a qualifying service delivery area specified in the grant criteria.
3. I/we understand our MOAA-affiliated organization (the MOAA council or chapter) will be responsible for the expenditure of all granted funds in accordance with the grant agreement.
4. I/we understand the individual applying for a MOAA Foundation grant is authorized by the MOAA council or chapter to submit a grant application on the council's or chapter's behalf, and the applicant is aware that facilitation of grant funds and future required processes must be done by the MOAA council or chapter they are applying on behalf of.
5. To the best of my/our knowledge, all statements, assertions, descriptions, and representations made in the grant application are true and accurate.
6. I/we understand that active council/chapter liability insurance must be purchased and provided to MOAA National if our Council/Chapter is awarded and wishes to receive 2025 Community Outreach Grant funds.
7. I/we understand that if a grant is awarded, our council or chapter will submit the required grant reports and photos by timelines specified by The MOAA Foundation.
8. I/we understand that if a grant is awarded, our council or chapter agree to be contacted by a MOAA staff member during or after your program for a brief interview.

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Community Outreach Grant Application: I/We agree to these terms and conditions

Note: Free-form sections need not be filled completely. Use only the space needed to completely answer the question. Grant applications are scored based on content, not length. *

Grant Application Open: Dec. 1, 2024 to Feb. 28, 2025

Items marked with an asterisk* are required.

Eligibility

If you cannot answer "yes" to all of the following questions, your council or chapter is not eligible to receive a grant through this program.

Do the programs or services requesting assistance through this MOAA Foundation Community Outreach Grant fall under at least one of the 10 areas of critical family need? *

Yes

No

Does your council or chapter deliver MOAA Foundation-funded programs/services directly to those in need and/or does the council or chapter deliver the funds through a community partnership or collaboration? *

Yes

No

If awarded, will those benefiting from this grant fall under the specifications or "military and veteran families" as described within the Community Outreach Grant Criteria? *

Yes

No

If you received a Community Outreach Grant during the 2023 grant cycle, have you submitted your mid-cycle Grant Usage Report, required by Dec. 31, 2023, and your final Grant Usage Report, required by Apr. 30, 2024? *

Yes

No

N/A

Before grant funding can be awarded for the 2025 cycle, the grantee must have in place a general liability insurance policy that will remain active until all grant funds have been used and/or active on the date of the program's event if applicable, and an insurance certificate must be sent to The MOAA Foundation.

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Do you agree? *
Yes
No

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Complete these pre-application questions:

As an applicant, have you read through the 2025 Community Outreach Grant Criteria prior to submitting an application? *

Yes
No

Is this the first application submitted on behalf of your council or chapter for the 2025 Community Outreach Grant cycle? *

Yes
No

Please enter the dollar amount for which your organization is applying. (up to \$5,000.00)

* \$ _____

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MOAA Council/Chapter and Program Information

MOAA Council or Chapter Name *:

Organization and/or Program Name your Council or Chapter is Supporting (e.g., Youth & Troops Organization, and our North South Chapter Community Fund – Freedom Isn't Free event) *:

How many active chapter members does your Council or Chapter have?

Are you a MOAA Council or Chapter member?

Yes
No

If you are applying on behalf of a MOAA Council or Chapter as a non-MOAA entity, please provide your Organization or Program Name in the following manner (e.g., Dogs on Deployment applying on behalf of the North South Chapter):

First Name *:

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Last Name *:

Applicant Email *:

Alternate Contact Email (if necessary):

Phone Number *:

Alternate Phone Number (if necessary):

Address *:

City *:

State *:

Zip Code *:

*** Please read through each question prior to responding.**

1. Geographical area served (e.g., "Greater Dallas Metro Area" or "Pensacola, Fla."). *
(300 character limit text box)

2. Program Description

If your Council/Chapter will be working with another organization(s) OR will be facilitating grant funds solely as a Council/Chapter, provide the organization and/or program/project name, website(s), and a detailed description for the program in which you are seeking funding.

(e.g.: "Portland USO Center, Website is: <https://northwest.uso.org/portland>, This organization offers support and assistance to individuals in the military community who may need it when traveling, in the hopes of...") OR (e.g.: "North South Chapter Community Fund, Website is: <https://northsouthmoaa.org>, Through our Chapter's community fund, we provide assistance to individuals in the military community who may need it due to these circumstances, in the hopes of...") *:

(1,000 character limit text box)

3. Is your MOAA council or chapter, or the organization in which you are partnering with, an IRS, section 501, nonprofit organization (e.g., 501(c)(3), 501(c)(19), etc.)?

*
Yes
No

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Scored Answer Review

Council/Chapter Name:

Grant Amount Requested:

Area Served:

Organization or Program Name:

Please respond to the following prompts in the field provided, for a potential of 100 total points awarded (each bullet point question is worth 25 points).

- If awarded a grant, what population (military spouses, surviving spouses, military children, veterans, etc.) of the military community will be benefitting from these funds? What are the current unique challenges or needs of this military community, and how will they be impacted by these funds?
- How will this benefit your local community?
- Describe and explain the involvement that the MOAA Council or Chapter will have in this proposed program and in facilitating grant fund usage.
- How will the grant create positive awareness of The MOAA Foundation and MOAA's mission, and its programs locally and/or nationally?

Items marked with an asterisk* are required.

Documents

IRS Form 990

Upload the IRS Form 990 of any organization(s) your MOAA Council or Chapter is partnering with for this project. If you have more than three documents, only submit the IRS Form 990 of the primary or lead organization of the collaborative community organization you are working with.

10MB limit; PDF required

Audited Financial Statements *

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Submit your MOAA council or chapter's (or the organization you may be partnering with) audited financial statements for the prior year or from the most recent year available.

10MB limit; PDF or Word document

Detailed Budget *

Describe in detail how the grant money will be spent. If part of a larger program budget, describe the portion of that budget to be funded by the grant.

General liability insurance policy certificate

Important: You should be able to obtain a copy of this insurance certificate from your insurance provider. If you do not have a copy yet and wish to submit your grant application, you may do so, but if a grant is awarded, funds will not be transferred until you submit a copy of your insurance policy certificate. Reminder: This insurance policy must remain active until the current grant cycle's funds are depleted.

10MB limit; PDF required

Marketing Materials

Optional: Include any organizational program marketing materials or project marketing materials (scans, website screenshots, printed flyers, social media pages, etcetera).

10MB limit; PDF required

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You are about to submit your final application for a MOAA Foundation 2025 Community Outreach Grant. Once you click **Submit**, you may return to make edits to your application. You must complete and submit your application by Feb. 28, 2025 11:59PM EST to be considered.

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