



---

**RLND ALUMNI  
ASSOCIATION**

**ENDOWMENT  
GRANT GUIDE**

---

**2025**

**[WWW.RLNDAA.COM](http://WWW.RLNDAA.COM)**

**COVER PHOTO: PEMBINA RIVER AT BRICK MINE BRIDGE  
PHOTO CREDIT: CORY MCCASKEY**

# GRANT PURPOSE

RLNDAA Foundation serves as philanthropic arm of RLNDAA!

To give back to North Dakota communities, the Rural Leadership North Dakota Alumni Association (RLNDAA) Foundation, which acts as the philanthropic arm of RLNDAA, was created in 2016. The RLNDAA Foundation is committed to building on the impact of RLND program projects developed over the last 20 years. The grant program also creates mentorship opportunities for alumni to work with current RLND program participants. Funding for this endowment grant comes from various RLNDAA fundraising efforts and individual donations from RLND program graduates and friends.

The RLNDAA Endowment grant will be awarded to RLND Alumni Association members and current RLND program participants through a competitive application process to fund an existing or future program or project. This endowment grant program supports the RLNDAA Foundation's mission to *strengthen and enhance leaders, communities, and agriculture across North Dakota*.

This grant guide is a comprehensive resource to assist RLNDAA members or current RLND program participants in navigating the requirements for preparing a competitive grant application. Should you have any questions, feel free to email [rlndalumni@gmail.com](mailto:rlndalumni@gmail.com).



# APPLICATION PROCESS

Applications are accepted online only from February 1 - May 31

One or multiple grants may be awarded based on the current year's spendable balance. If your proposed program or project request exceeds this amount, you are encouraged to apply but know that the RLNDAA Foundation cannot fund beyond the yearly spendable balance.

## Key Dates

Applications Accepted:	February 1 - May 31
Committee Review & Follow-up Questions:	June 1-14
Grant Recipient Notified:	June 15
Official Presentation:	To Be Determined

## Application

The complete grant application must be submitted electronically through the ND Community Foundation grant portal by 11:59 pm CT on May 31. You can access the application at [www.rlndaa.com](http://www.rlndaa.com); under RLNDAA Foundation, click on the grant application and then click on apply now or reaccess your past application. If using a fiscal sponsor, be sure the organization or government agency serving as the fiscal sponsor does not already have an active account. Contact John Heinen with the North Dakota Community Foundation at (701) 590-4614 if unsure. The application will consist of three areas of information:

- Qualification and fiscal sponsor information
- Requested project details
- Additional required documents

# QUALIFICATION & FISCAL SPONSOR INFORMATION

## Qualifying Organizations

All grant applications must qualify in one of the following categories:

- 501(c)(3) recognized organization
- A unit of government
- An organization using a fiscal sponsor that is a 501(c)(3) or unit of government (see below)

## Fiscal Sponsor Info

The following information needs to be included if you are utilizing a fiscal sponsor:

- Written permission from the fiscal sponsor is required.
- The fiscal sponsor's organizational name, complete mailing address, and organizational tax identification number.
- Fiscal sponsor point of contact name and title, including phone number and email.

If you are unsure who to ask or still need a fiscal sponsor after asking a local entity, contact John Heinen with the North Dakota Community Foundation at (701) 590-4614.

## Matching Funds

All qualifying grant applications must identify a 1:1 match for the requested funds. We ask for this match to enhance the projects our grants serve.



# REQUESTED PROJECT INFORMATION

Below is a list of questions you will be asked on the online grant application:

- Project name and type. Choose the type that most closely represents your project. The choices are Arts, Community Development, Disadvantaged, Education, Emergency Services, Family Services, Health, Historic, Parks and Rec, or Senior Services.
- The project start and end date, including any additional timeline information pertinent to the project.
- Amount requested, including total cost of the project.
- Describe, in detail, your project or program and how the grant funds will be used if awarded. Describe the level of local involvement and support for this project. Describe the degree to which the project duplicates or complements the work of other community organizations.
- Have you connected with RLND alumni in the area to help with the project? If so, please name them and explain how they are involved.
- Which individuals or entities will collaborate with you on this project, if any? Please name them and the part of the partnership they have agreed to.
- Is this a one-time project or program, or will it require ongoing support? If it will require ongoing support, how do you plan to sustain the program after the RLNDAA Foundation's grant is expended?
- Describe the geographic and/or demographic area your project or program serves. How many people will be affected by this project or program?
- What impact would a grant have on the success of this project?

# ADDITIONAL REQUIRED INFORMATION

## Key People

- List your management, staff, and board of directors.

## Project Budget

- List or upload your project expenses and income, including any grants or donations already received or anticipated.

## Financial Statement

- Most recent financial statement, audited if available, or a copy of your most recent Form 990.

## Statement of Nondiscrimination

- Confirm that the organization submitting this grant application's policies and practices provide equal opportunity to all qualified individuals in leadership, staffing, and service, regardless of race, ethnicity, national origin, citizenship status, gender, gender identity, sexual orientation, disability, age, religion, and any status protected by law.

## True & Correct Application

Confirm that all information provided is true and correct to the best of your knowledge.



# EVALUATION PROCESS

How RLNDAA Foundation determines a successful grant

## **Evaluation Process:**

Once the application period closes, the RLNDAA Foundation members will review the application and select a grant recipient based on these factors:

- Application submitted by a RLNDAA dues-paid member or a current RLND program participant.
- Promote and build leadership, communities, and agriculture.
- Projects that promote economic growth through teamwork.
- Projects or programs that benefit a more significant number of residents.
- Requests that demonstrate applicants will seek or have secured other funding sources.
- Tangible items and training.
- Not a religious congregation-only project. Congregation projects that include the entire community may be considered.
- Requests for operating funds or day-to-day expenses are considered a low priority.
- Multi-year pledges, funding for other endowments, religious work, and lobbying efforts will NOT be considered.

Each application will be rated on the above aspects on a scale of 1-10. While the RLNDAA Foundation is deliberating, you may be contacted for clarification or additional information or asked to present your grant proposal to the committee.

## **Grant Recipient Notification:**

The RLNDAA Foundation will notify the recipient(s) of this year's grant funding by June 15. Shortly after, the North Dakota Community Foundation will issue a check to the recipient(s) to use the funds.

## **Official Presentation:**

Since it is important to celebrate successes and milestones, the RLNDAA Board of Directors and RLNDAA Foundation would like to officially present the grant recipient(s) with a ceremonial check sometime during the summer.

## **Final Grant Report:**

Successful applicants must complete a final grant report within one year of receiving the funds. This will be your opportunity to summarize how the grant funds were expended, the community benefit, and the project impact. Share how you have or plan to recognize the RLNDAA Foundation for this grant.

# PREVIOUS GRANTEES

**2025 Spendable Balance: \$1,500 to \$2,000 (Estimated)**



City of Beach - 2022 Grant Recipient  
Photo Credit: Trisha Feiring

**2022: City of Beach**  
**Grant Award: \$746.06**  
**Project Total: \$1,492.12**

The City of Beach received the first RLNDAA Foundation grant for its new community pavilion project. The city was able to purchase an eight-foot ADA-compliant composite material picnic table. RLNDAA member Kimberly Gaugler of Class II applied for the funds.



Trail County Historical Society - 2023 Grant Recipient  
Photo Credit: Katie Tyler

**2023: Trail County Historical Society**  
**Grant Award: \$1,050.00**  
**Project Total: \$2,100.00**

Trail County Historical Society received funds for a landscaping project around the Hillsboro log cabin at Heritage Park. The trees and shrubs were planted in September 2023. RLNDAA member Brenda Stallman of Class VIII applied for the funds.



Community Ambulance Svc. - 2024 Grant Recipient  
Photo Credit: Trisha Feiring

**2024: Community Ambulance Service, Inc.**  
**Grant Award: \$1,340.00**  
**Project Total: \$15,700.00**

Community Ambulance Service, Inc. received funds for a garage floor rehab project at their Beach station. The project entails replacing a leaking floor drain and sealing the ambulance bay cement floor. RLNDAA member Cory McCaskey of Class V applied for the funds.