

## CBBC GRANT APPLICATION – SHORT FORM

### BACKGROUND

The Central Bucks Bicycle Club (CBBC) was established in 1975 and is dedicated to the encouragement of all aspects of bicycling. The mission of the Club is to sponsor and support recreational cycling activities; to encourage bicycling as a leisure activity, as a beneficial form of exercise, as a method of transportation, and as a sport; and to promote equal road rights and safe bicycling practices. CBBC is an active member of our communities with bicycling as the backdrop for this activism. CBBC is an all volunteer non-profit corporation.

Every year, a portion of each registration fee for CBBC's Covered Bridges Ride is put aside for our *CBBC Grant Program*.

### PURPOSE

CBBC has created the *CBBC Grant Program* as a vehicle to best award financial grants to those organizations whose programs best fulfill the CBBC mission. Proposals will also be evaluated on the vision, goals and needs of the applying organization.

### GUIDELINES

CBBC welcomes projects of all types that contribute to the CBBC mission listed above.

Most projects are expected to run for a single year. If projects will be multi-year, please explain why in your proposal.

New CBBC Grant application must be submitted each year, unless previously designated and approved as a multi year project.

Be concise, generally four pages is better than twenty.

For requests over \$1000 please use the **CBBC Grant Application**. Download from here: [http://CBBikeClub.org/docs/grant\\_app.pdf](http://CBBikeClub.org/docs/grant_app.pdf)

### SUBMISSION and REVIEW DATES

Project Proposals may be submitted every four months on the 15<sup>th</sup> of February, June, or October, each calendar year. Please provide complete and concise information. You may submit questions to [grants@cbbikeclub.org](mailto:grants@cbbikeclub.org). CBBC will strive to answer your questions within a couple days.

The CBBC grant committee will review proposals during the following 30 days after the submission deadline and present its recommendations to the full CBBC board that generally meets the first Monday of each month. A written response will be sent to the organization requesting grant with an answer within 30 days of submission deadline.

Please submit electronically (PDF) by email to [grants@cbbikeclub.org](mailto:grants@cbbikeclub.org) or mail form to, CBBC – Grants, PO Box 1648, Doylestown, PA 18901.

Please fill out as complete as possible.

<b>PROJECT TITLE:</b>	
<b>Organization</b> (name)	
description:	
address:	
<b>Contact</b> (name)	
email	
phone	
<b>Goal and objectives:</b>	
<b>Project Summary:</b>	
<b>Budget (total)</b>	
labor:	
material	
<b>Funds requested from:</b>	
CBBC	
other organizations	
<b>OTHER COMMENTS</b>	