

Application Process

Thank you for your interest in The Oleson Foundation. This process will assist you in applying to the Foundation.

Eligibility to Apply

All applicants must be IRS designated 501©3 status. Other non-profit organizations such as schools or units of government are eligible to apply if the project or program is above and beyond general operations. These organizations should contact the Foundation office to see if their project qualifies for submission. The Foundation ONLY serves the general areas of Grand Traverse, Emmet, Charlevoix, Antrim, Benzie and Leelanau Counties.

What We Will Not Fund

The Foundation will not fund:

- Feasibility studies, consultant fees or studies of any kind
- Pre-contractual work, permitting fees or any other studies or pre-work for a capital project
- Events, festivals, fund raisers, special speakers, art shows, etc
- Grants to scholarships or endowments
- Grants for staff, students, or trips of any kind
- Grants to individuals
- We are unlikely to fund IT projects
- Projects that are basic taxpayer responsibility

Our Priorities

Requests should reflect the wishes of our founders, Gerald and Frances Oleson, to “help people help themselves”. **Our current priorities are Children, Families, and the Environment.** Requests should be for projects or programs that will help the organization become more self –sufficient or help with general efficiencies. We are looking for projects that:

- Include collaboration among local, state, and national partners
- Show a significant impact on the issue being addressed
- Have clearly defined results and timelines
- Create an opportunity for strategic change.

Application Submission

Grant applications are due annually on April 1st each year. The request must be received IN THE OFFICE by April 1st, NOT postmarked April 1st. You may submit ONE, UNBOUND COPY with the appropriate signatures and attachments by mail, OR you may submit by email to kathy@olesonfoundation.org by April 1st at 5:00 p.m. If there are many attachments, please submit by mail. Notification of the decision of the Board of Trustees will be in mid-June.

Application Forms

The attached application forms can be filled in on your computer, then printed and mailed or emailed.

Please use the Grant Application Cover Sheet and Project Proposal Budget Sheet. There is NOT a specific form for your narrative. The narrative should include:

A complete and very concrete description of the project or program and or/items needed.

- Timeline.
- Site where it will be implemented, staff and volunteers involved.
- Population served and how they will benefit.
- How the region will benefit.
- Collaborative partners and roles.
- Role of the requesting organization.
- Impact on the issue being addressed.

If you have questions or would like to discuss the eligibility of your project, please contact the Foundation at 231-929-2605.

