



## 2025 Competitive Grant Application Guidelines

**Deadline for Applications: 5:00 PM (AKST) June 15, 2025**

**Range for Grant Awards: \$500 - \$3,000**

**Total to be Granted Out: \$23,600**

**Application Period Opens: Thursday, May 1, 2025**

### Purpose

The Jessica Stevens Community Foundation Healthy Communities Grant Cycle is designed to support charitable organizations and programs in the northern Susitna Valley. The focus of the cycle is for projects that support the arts, healthcare, innovative education, social engagement, recreation and the natural environment. We seek projects that have the potential to impact a broad range of residents. Projects engaging in collaboration with other organizations are encouraged.

### Eligibility

Your organization is eligible for funding through this grant opportunity if it is one of the following:

- 501(c)3 public charitable organization with 509(a)(1), 509(a)(2), or 509(a)(3) public charitable status as designated in your IRS Determination letter
- Faith-based organization providing social services
- Federally recognized Tribes or Tribal nonprofit organizations
- City governments or Boroughs

The following are not eligible for grant funding:

- Individuals
- State or federal government agencies
- For-profit organizations or businesses
- Private nonprofit organizations (those not identified in their IRS determination letter as 509(a)(1), 509(a)(2), or 509(a)(3))
- Non-Alaska based organizations
- Requests for support that do not fall within the funding guidelines
- Activities that improperly discriminate as to race, gender, marital status, sexual preference, age, disability, creed or ethnicity, or grants for religious indoctrination or other religious activities

**Fiscal Sponsorship:**

Ineligible organizations may be able to receive funding for projects if they have support from a qualified organization that is willing to provide fiscal sponsorship. Fiscal sponsors must agree to take legal and fiscal responsibility for accepting grant funds from JSCF on behalf of the ineligible organization. A letter from the fiscal sponsor must be submitted with the application for the project to be considered. Please utilize the fiscal sponsor letter template at the end of this document and include it with your application.

**Process**

1. Review the guidelines to ensure that your organization is eligible for funding.
2. Contact the grant staff at (contact information below) if you have questions as to whether your organization or project is eligible for funding.
3. Log in to your account in ACF's online grant management account at <https://www.grantinterface.com/Home/Logon?urlkey=alaska>. If you are new to ACF's grant management system, you will need to create a new profile before applying.
4. Applicants will be asked to provide:
  - Requested grant amount
  - Project description (population served and impact)
  - Project budget and budget narrative
  - Organizational background (mission, services provided, population served)
  - Organizational budget

We look forward to hearing from all interested organizations that would like to apply for the Jessica Stevens Community Foundation's grant opportunity.

**Contact Information**

Christie Seay, Program Manager, Jessica Stevens Community Foundation  
[cseay@alaskacf.org](mailto:cseay@alaskacf.org),

Affiliate Program Staff, The Alaska Community Foundation  
[affiliate@alaskacf.org](mailto:affiliate@alaskacf.org), (907) 334-6700



# Jessica Stevens Community Foundation

*An Affiliate of The Alaska Community Foundation*

## **Fiscal Sponsor Letter Template**

[Name of Fiscal Sponsor Organization]

[Address]

[City, ST ZIP Code]

[Name of Sponsored Organization]

[Address]

[City, ST ZIP Code]

[Date]

Jessica Stevens Community Foundation  
PO Box 436  
Talkeetna, AK 99676

Dear Jessica Stevens Community Foundation,

This letter certifies that [Name of Fiscal Sponsor Organization] (the “Sponsor”) has agreed to be the fiscal sponsor for [Name of Sponsored Organization] (the “Applicant”) who submitted a grant application to the Jessica Stevens Community Foundation, an Affiliate of The Alaska Community Foundation (the “Foundation”), for the “[Name of Project]” project.

By signing this letter, Sponsor agrees to the following:

- Sponsor will take responsibility for accepting and dispersing any grant funds that are awarded to Applicant by the Foundation in support of the aforementioned project.
- By accepting any grant funds on behalf of Applicant, Sponsor certifies that (1) no tangible benefit, goods, or services were provided to anyone connected with Sponsor, and (2) this grant will not be used to satisfy the payment of any pledge or other financial obligation on behalf of the donor(s) per Section 6115 of the IRS Code.
- By cashing any grant checks, Sponsor guarantees the grant funds received will be used solely for the purposes approved by the Foundation.
- Any use of grant funds for purposes other than those specified in the grant application and the terms and conditions of the grant award must have the prior approval of the Foundation.
- The Foundation reserves the right to require the return of grant funds if it deems that Sponsor or Applicant have not complied with the agreed use of funds, or any law or regulation affecting the grantee, grant, or the Foundation.

Sincerely,

[Authorized Representative Signature]

[Authorized Representative Name]

[Authorized Representative Title]