



M I L W A U K E E

## 2020 MEB GRANT INFORMATION

Dear Grant Applicant,

Thank you for your interest in applying to the Milwaukee Empty Bowls Grant Program. This page provides some background information on who we are and what we fund, as well as directions to successfully completing your application.

**Our Mission:** Milwaukee Empty Bowls engages the community through ceramic and culinary arts to raise hunger awareness and provide resources to local agencies addressing food insecurity.

### Milwaukee Empty Bowls (MEB)

Each year MEB hosts an annual fundraising event in October called "Empty Bowls" that uses art to raise awareness and funds for hunger. The proceeds from this event are awarded to local food pantries and meal programs through the Milwaukee Empty Bowls Grant Program. Over the past 21 years \$888,630 has been awarded in support of local nonprofits that help those suffering from food insecurity. More information can be found at [www.MilwaukeeEmptyBowls.org](http://www.MilwaukeeEmptyBowls.org)

### Grant Information

- Deadline for grant applications: February 29, 2020
- Grants are awarded in amounts up to \$10,000.
- Grant applicants may be selected to receive an MEB grant for up to three consecutive years - after the third year, a one-year break is required.
- Grants may ONLY be used for the program described in this application.
- Organizations with multiple program sites may submit only one application.

### Grantee Requirements

- Grantees must operate a program that addresses food insecurity in Milwaukee County.
- Grantees must participate at the MEB event by sending a representative to promote awareness of the recipient organization at an informational table and through a brief public address.
- Grantees must help promote the MEB event through the grantee's website, newsletters, social media, and other means.

### Application Instructions

- There are three parts to this application: 1) Application Form, 2) Narrative, and 3) Required Attachments. Please fully complete all three before submission.
- To submit: parts one and two should be saved as one document with numbered pages and in the order presented below. Save As "MEB 2020 Application *organization name*".
- Email final application and required attachments as pdf documents to Jeremy Stepien at [milwaukeeemptybowls.grants@gmail.com](mailto:milwaukeeemptybowls.grants@gmail.com) no later than 11:59 pm on February 29, 2020.

Milwaukee Empty Bowls appreciates the work you do for the hungry in Milwaukee and looks forward to reviewing your application.



M I L W A U K E E

## Part 1: MEB GRANT APPLICATION FORM

### Organization Information

Organization Name: Enter text. EIN #: Enter text.

Address: Street, City, State, Zip.

Contact Person & Title: Enter text.

Phone Number: Enter text. Email: Enter text.

Website Address: Click here to enter text.

Facebook Page: Click here to enter text. Twitter Name: @username

Organization Mission Statement: Click here to enter text.

Requested Amount for 2020 MEB Grant (\$10,000 max): Click here to enter text.

### Program Information

Program Name: Click here to enter text.

# of Staff (full and part time): Enter number. # of Volunteers: Enter number.

Zip Codes Served: Click here to enter text.

Hours of Operation: Click here to enter text.

Sources of Food for Program: Click here to enter text.

Briefly Describe Target Population (if possible use demographics such as: income level, employment status, age, racial/ethnic background, criminal background, etc.): Click here to enter text.

Number of Meals Served Each Month: Click here to enter text.

Number of Households Served Each Month: Click here to enter text.

Organization Operating Budget: \$ amount. Program Operating Budget: \$ amount.

What Percentage of Organizational Budget is this Program: Click here to enter text.

Briefly Describe how MEB Funds Would be Used: Click here to enter text.

## Part 2: MEB GRANT NARRATIVE

Please find the three narrative questions below. Each bolded question must be answered, bullets beneath question are as a reference for what reviewers are curious about – bullets do not necessarily need to be answered. Please use headings in your narrative response and use no more than two pages, single spaced.

### 1. **What is your program?**

- Briefly describe your program and how it addresses food insecurity.
- Include information about how your program operates on a daily basis; what a typical day looks like.
- Describe who your program serves.
- Include the goal of your program and how it works to achieve that goal.

### 2. **Why is your program needed?**

- Explain what need your program fills in the community it serves.
- Describe how you measure the need for your program.
- If possible, use research, statistics or anecdotal evidence of need.

### 3. **How do you satisfy the need?**

- What ways do you evaluate how your program addresses this need?
- Describe how your program determines and responds to the changing needs of your community?
- Is there anything unique/innovative/special about how you do this?

## Part 3: MEB GRANT REQUIRED ATTACHMENTS

Please send application along with:

- Current program budget with revenue and expense categories
- Current organizational budget with revenue and expense categories
- IRS 501(c)(3) determination letter
- List of Board of Directors
- The organization's most recent audited financial statement including notes
- Optional: additional materials which may help explain your organization or program

**Deadline for Grant Applications: February 29, 2020**

**MEB Grant Contact:**

Jeremy Stepien

Grants Committee Chair, Milwaukee Empty Bowls

414-640-6883

[milwaukeeemptybowls.grants@gmail.com](mailto:milwaukeeemptybowls.grants@gmail.com)