

Hometown Grants 2026

Community Foundation of Huntington County

Application Instructions

Grant Requests

Grants are available to all projects/organizations that benefit the Town of Roanoke, Andrews, Markle or Warren and its residents.

Evaluation

Please keep in mind that your application will be evaluated on the following criteria:

- (1) Merit and quality of the proposal;
- (2) Community need;
- (3) Long term impact on the Town of Roanoke, Andrews, Markle or Warren; and
- (4) Number of persons benefited/affected by the proposal.

Saving Your Application

Your application will be saved automatically as you complete each question. When you log back in to your profile, you will be able to start where you left off.

Technical Assistance

If you need technical assistance with your application, please email info@huntingtonccf.org with your question and one of our staff members will respond as soon as possible.

Staff Comments

Staff Comments

Character Limit: 5000

Application

Town Selection*

Which town are you applying for?

Choices

Town of Roanoke
Town of Andrews
Town of Markle
Town of Warren

Please name your project/program, preferably in ten words or less.

Project/Program Name*

Character Limit: 100

Please describe your proposed project in up to 3,000 characters.

Remember to include

- the community need,
- long term impact in Roanoke, Andrews, Markle or Warren, IN and
- the number of persons benefited/affected by the project and why.

Summary of Request*

Character Limit: 3000

#1. Please list the actions you plan to take to meet the community needs described in your summary of request above.

#2. With each action, list up to three measurable goals you hope to achieve through the project.

Action & Goals*

Character Limit: 3000

Inspiration*

Where did inspiration for this project/idea come from?

Character Limit: 2000

Collaboration

Are you partnering with an organization, neighbors, town officials, a church group, etc. to see this project vision come to life?

How did you/do you involve others in the community to see this through and garner support?

Please explain who these groups are and what role they play in this request.

Character Limit: 2000

Grant Amount Requesting*

Character Limit: 20

Total Project Cost*

Character Limit: 20

Attachments

Request Documentation

Please upload the following items. Remember, applications will be evaluated on their merit and quality.

Only pdf file formats will be accepted.

Please upload a detailed project budget showing how grant funds would be used (what specifically will our funds be going toward?)

*Our funds CANNOT be used for salaries, gear for volunteers (i.e. free t-shirts), insurance or food/beverage. We ask that you **STILL LIST THESE** but know that can't be part of your formal request to us, but that does help us gauge the scope of your project.

Detail all money coming in and line item any money going out*

Money Coming In (you don't need to list each individual that has donated, but if you have private businesses, government entities, etc. that have partnered in giving we'd love to know who else is supporting your project.) :

- Donations (group individuals, list out others)
- Grants (who are the grants from - are they in process or completed)
- Labor or equipment donated to complete project
- Operating Reserves
- etc.

Money Going Out (list off each purchase you'd need to make for this project):

- supplies
- renting equipment
- curriculum
- software/licensing
- etc.

File Size Limit: 4 MB

Additional Sources of Funding

Outside of this grant request, where are you receiving funding from to complete and/or maintain this project?

Please indicate whether additional sources are pending or committed.

Character Limit: 3000

If you have price quotes/estimates related to the project, please upload those here.

It is considered best practice to obtain at least two price quotes for a project and we encourage you to shop local vendors, if possible.

Price Quotes/Estimates #1

File Size Limit: 2 MB

Price Quotes/ Estimates #2

File Size Limit: 2 MB

Price Quotes/Estimates #3

File Size Limit: 2 MB

ORGANIZATION:

If you are an Organization spear heading this project, please upload your leadership team such as a Board of Directors roster.

- Leader titles may include President, Treasurer, Director, etc. Leader affiliations include place of employment and job title.

INDIVIDUALS/COMMUNITY:

If this is a community project, please include the main contact(s) responsible for project completion.

Roster of Leaders with Titles and Affiliations*

File Size Limit: 2 MB

If you are partnering with an organization(s) on this project, we strongly suggest that you include **letters of support** and/or **memorandums of understanding (MOUs)** to show commitment from your partners on the project.

If this project is an installation, paint job, build, etc. of any kind (i.e. park equipment, school grounds, trails, business fronts) we require an approval letter from the property owner, preferably on letterhead if applicable.

Additional Item 1

File Size Limit: 2 MB

Additional Item 2

File Size Limit: 2 MB

Additional Item 3

File Size Limit: 2 MB