

2023 Grant Application

Hammond

Community

Corporation

John Vezmar, Chairperson
Tiffany Mosley-Shelton, Vice Chairperson
David Demumburn
Janice Polka
Amy Radolak

Shannon Morris-Smith, Liaison

Thomas M. McDermott, Jr., Mayor

Investing in Hammond's Future

The City of Hammond for the social betterment of the community formed the Hammond Community Corporation in 1997. The organization is designed to grant financial assistance to Hammond not-for-profit organizations to enrich the quality of life in our community. The Hammond Community Corporation was originally funded by money donated from the Empress Casino, Hammond. These funds have been deposited as an endowment with the Legacy Foundation, allowing the Hammond Community Corporation to use only the revenue gained on our investment. A seven-member board appointed by the Mayor of Hammond and the President of the Hammond City Council governs the Hammond Community Corporation.

Hammond Community Corporation Grant Guidelines

- HCC grants are limited to organizations serving Hammond residents only.
- Applicants must have tax exempt status as defined by the Internal Revenue Service.
- Only applicants which do not discriminate on any basis, including race, creed or color will be accepted.

Grant Categories

- Arts & Humanities:** is funded to support visual, performing, and literary art.
- Civic Betterment:** focuses on public activities that improve the quality of life in Hammond.
- Education:** is designed to bring quality learning to both youth & adults.
- Health & Welfare:** employs efforts contributing to the wellness of Hammond.

Grant Information Required

(Please submit in the order in which appears below)

1. Hammond Community Corporation application cover page (attachment A)
2. Hammond Community Corporation application budget page (attachment B)
3. Hammond Community Corporation membership page (attachment C)
4. Copy of Internal Revenue Service Tax exempt status form for organization
5. Please submit **one original copy** and **seven additional copies** of the application and attachments. **Applications without the required number of copies will not be accepted.**
6. After initial review of application, additional information may be requested

7. If you are an employee, a parent or booster organization of the School City of Hammond and your program or projects affect school children or school property, you ***must*** have the approval of the principal, grant committee, and the school board. Grants without proper approval will not be considered. If you have any questions; Michelle Riise, School City of Hammond, at 933-2400, ext. 1033.

Note: Applications must be limited to three pages

The maximum award for a program or project is \$1500.00.

Applications will be accepted Monday, November 13, 2023 through Friday, January 12, 2024 by 4:30 p.m. Applications postmarked after January 12, 2024 will be returned.

All HCC grant awardees will be required to submit a progress report and proof of expenditures within 60 days of check issuance. All award funds must go toward new purchases made after award notification only.

Applications Can Be Mailed or Hand Delivered to:

**Hammond Community Corporation
Attn: Shannon Morris-Smith, Liaison
5925 Calumet Avenue – Room G-17
Hammond, Indiana 46320**

**NO FAX COPIES OR EMAILS OF THE APPLICATION WILL BE
ACCEPTED**

Applications are available at www.gohammond.com, the Department of City Planning-Room G-17, the Office of the Mayor, City Council Chambers, School City of Hammond, and the Hammond Public Library.

**For additional information, please contact Shannon Morris-Smith at
(219) 933-4200**

**Hammond Community Corporation
2023 Grant Application Cover Sheet
(Attachment A)**

Date: _____

Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Contact Person (Name & Title): _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Email: _____

Application Category

Project Title

Project Abstract: _____

Fund Request: _____

All applicants must have Your tax exempt status under section 501(c)(3) document on file with HCC
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For Office Use Only: Grant #

Year(s) of Award _____

Amount of Grant _____

Date Approved/Denied _____

***Hammond Community Corporation
Project Budget
(Attachment B)***

Organization: _____

Fund Request: _____

Total Project Cost: _____

Current Funding Sources: _____

Total Hammond Individuals Served Grant: _____

Please use the space below to provide a detailed breakdown of all expenses needed to fund your application to the Hammond Community Corporation.

***Hammond Community Corporation
Professional Membership Page
(Attachment C)***

Please use the space below to list current board members, officers, and principals of the organization; including home addresses and phone numbers.