



Project Grant Application 2026

Applicant Organization _____

Guidelines for applicant seeking Lopez Thrift Shop financial assistance:

1. Applicant Organizations must submit a letter of proposal directed to the Project Grants Committee detailing the project overview, needs and cost.
2. Funds must be used for no purpose other than as specified in the grant proposal letter.
3. All applicant organizations must have a current 501(c)(3) nonprofit status. An “in process of applying for status” statement will not be accepted.
4. The nonprofit organization must be located on Lopez Island and serve the community.
5. Grant funds may not be used for endowment funds, budget shortfalls, salaries, rent, insurance, internships or like activities.

A Grant Packet containing the following information must be complete, signed and submitted with these required items:

- _____ A Project Grant Application form.
- _____ A Community Project Letter of Proposal.
- _____ A copy of the IRS cover letter as proof of **current** 501(c)(3) status.
An “in process of applying for 501(c)(3) status” statement will not qualify.
- _____ A listing of the Board of Directors.

A Grant Packet may be submitted via USPS Mail, by Email, or by Hand Delivery to the Thrift Shop during operating hours: Tuesday, Thursday, Saturday 10:00 AM – 1:00 PM.
Lopez Thrift Shop PO Box 274 Lopez Island, WA 98261
Email Address: lopezthriftshop@rockisland.com (Subject line: Project Grant Committee)

Deadline for Grant Packets: Delivered, Emailed, or Postmarked by March 31, 2026.

Project Grants will be awarded in May 2026.

Any questions may be directed by email to the Grants Chairman using the email address above.

Proposal submitted by: _____ Signature: _____

Phone number: _____ Email: _____ Date: _____

IMPORTANT: Please accept and sign the stipulations for receiving a Lopez Thrift Shop Project Grant as defined on the back side of this application.

Lopez Thrift Shop Grant Award Stipulations:

- After receiving grant funding, organizations are required to submit a letter of acknowledgement with details of the project outcome and usage of funds. Funds must be **expressly** used for no purpose other than as specified in the grant proposal letter.
- Copies of all invoices and/or receipts related to the project must be included for accounting purposes. Any changes, without notification to the Grant Committee, will deem the organization ineligible for the following year. Use of excess funds must be supported by receipts and explanations.

This information must be postmarked or hand delivered by January 31, 2027.

Grant recipient organizations are expected to publish recognition of Lopez Thrift Shop project funding and must submit a copy of the published article or a website link to the acknowledgement.

Failure to adhere to the guidelines above will cause an organization to be ineligible to apply for a Lopez Thrift Shop Project Grant the following year.

I have read and understand the Lopez Thrift Shop stipulations if awarded a Project Grant, as well as the consequence of failure to do so:

Stipulations accepted by: _____

Signature: _____ Date: _____