

Grand Lodge of Kentucky - Grant Program

This grant program has been established by the Grand Master with the intent of providing money towards worthy projects for the improvement of a subordinate lodge's building and/or property. While Lodges will not be required to match funding granted under this program or expend their own money, it is encouraged that any lodge that applies for funding will also contribute some of their own funds towards the planned project to either help kick start the project or potentially get a project across the finish line. Lodges may apply for this grant program by using this form and attaching additional information hereto. Please be aware that only those lodges who complete this form, in its entirety, will be eligible to receive a grant.

Program Objectives:

- a) To inspire lodge improvement through the physical appearance, safety, and aesthetic environment of lodge buildings and halls;
- b) To incentivize lodges to analyze their finances to foster proper budgeting and secure the financial wellbeing of individual lodges for the future; and
- c) To promote and encourage individual lodges to continually improve their lodge facilities.

Grant Program Details:

- (1) All grant monies must go towards a valid and verifiable lodge improvement project.
- (2) The program is designed as a holistic grant program. Lodges will not be required to expend or match any funds in order to be eligible for the awarding of grant funds, however, it is encouraged that a Lodge provide some funds towards the project to show their interest and commitment towards the project.
- (3) All projects must be completed by a licensed and insured professional. For liability reasons, the work will not be permitted to be completed by a brother. (Exceptions will only be made for this provision for projects which do not require professional services and that decision will be left to the discretion of the Grant Committee).
- (4) Estimates and a detailed budget will be required for each project.
- (5) In completing this application, Lodges will be required to show the financial status of the lodge, including the current solvency of the lodge, the dues structure of the lodge, the average annual expenses for the lodge, and the current lodge membership numbers.
- (6) All applicants will be required to sign a hold harmless agreement and a liability waiver before receiving or beginning any work on the lodge facility.
- (7) Grants will be dispersed based on the number of applications and the amounts requested. The total amount of the program is capped at \$5,000. The idea is to provide two (2) \$2,500 grants. However, if a request is made for a lesser amount than \$2,500 by multiple lodges, then every effort will be taken to provide as much funding to each lodge based on the total amount requested. Please note, projects will be funded entirely rather than partially. So, if one lodge requests \$1,000 and another requests \$1,500,

both could be funded. However, if one lodge requests \$1,900 and the other requests \$1,300, potentially only one lodge could be funded. Furthermore, no money has to be awarded under this program. The Grant committee is authorized to discuss possible funding with lodges to coordinate the appropriate allocation of such funds as they deem fit.

- (8) All decision for funding will be made by the members of the grant committee who are appointed by the Grand Master for that particular year. To preserve the integrity of this program, it is expected that lodges directly associated with a member of the grant committee, the Grand Master, or anyone associated with the awarding of such grants will be ineligible to receive such a grant. Lodges associated with a member of the committee or Grand Master may submit an application prior to the deadline, but it will not be considered unless there is no other viable application. Only when no other viable grant application has been received will a lodge directly associated with a member of the grant committee be considered. At that time, the member associated with the lodge who submitted the grant application will be disqualified from reviewing, approving, or expressing an opinion on such an application.
- (9) The disbursement of Grant funds will be made in one of two ways: (a) the lodge will pay for the expenditure out of their own funds and will submit reimbursement up to the amount of the grant to the Grand Lodge for reimbursement; or (b) the funds will be transferred to the lodge directly and the lodge will be responsible for providing receipts of their purchases to the Grand Lodge for verification. Failure to provide receipts in a timely manner could result in sanctions or indebtedness to the Grand Lodge, which can be assessed in the lodge's next annual Grand Lodge assessment. The decision on how to fund the lodge will be made by the grant committee in conjunction with Grand Master and the recipient lodge.

Eligible Applicants:

All regular Lodges located within the Commonwealth of Kentucky, who are chartered by the Grand Lodge of Kentucky, and who own, wholly or can show an equal or greater ownership in the property, their lodge facility will be eligible to apply and receive a grant under this program. The monies awarded under this grant must remain with the lodge to which it is awarded. Grant recipients that have not closed out a previous grant will not be considered for a new grant.

Ineligible Applicants:

To promote the integrity of this grant program and ensure that funds are spent in a wise, thoughtful, and responsible way, only lodges that own their facility wholly or can show an equal or greater ownership in the property will be considered. Moreover, these funds can only be awarded to a lodge itself, and not to an individual member of a lodge. Furthermore, no other organization, including an affiliate body, will be eligible for such a grant. It is expected that lodges who share a building with an affiliate body will apply for a grant. In that situation, the lodge applying for a grant must provide proof that the funds will be spent for the betterment of the lodge and that no one other than an affiliate organization (i.e. York Rite, Scottish Rite, DeMolay, Eastern Star, or another subordinate lodge) owns a portion of that facility. This is the only exception to a lodge wholly owning their building and being eligible for a grant. While the funds awarded for this grant are meant for the sole improvement of the lodge which has requested such funds, the fact that an affiliate organization could receive an ancillary benefit is also advantageous to this program. What would not be advantageous is where the lodge rents their facility from a person or organization that is not associated with the Grand Lodge of Kentucky. For example, a Real estate developer who is privately owned and operated. Physical improvements to such a facility could ultimately revert to the true owner of the property rather than the renter, if the contractual relationship were to be severed.

Grant Application and Award Timeline:

- A. Grant Application Submission Deadline:
A lodge wishing to submit an application must do so by no later than **May 31, 2022**.
- B. Grant Applications will be reviewed between **May 31, 2022**, and **June 30, 2022**.
- C. Grant recipients will be announced on **July 30, 2022**.
- D. Projects are to be completed by **August 31, 2022**. Lodges receiving grant funds are expected to stay in contact with the Grant Committee throughout the project. All lodges receiving a grant are expected to complete a report which is to be submitted to the Grant Committee and present at the Grand Lodge Communication.

Grant Application Checklist

Please be sure to include the following, otherwise your application will not be considered for funds:

I. _____ Contract Information:**II. _____ Project Description (To Include):**

- (A) _____ Title of Project;
- (B) _____ Goals of the Project;
- (C) _____ Project Outline, including a complete and detailed explanation of the project;
- (D) _____ Photographs of the project;
- (E) _____ Additional information; &
- (F) If Applicable:
 - i. _____ Name & Company, and Contact information, of your contractor;
 - ii. _____ Attach a copy of Contractor's Certification;
 - iii. _____ Attach a copy of Contractor's Insurance;
 - iv. _____ Attach a copy of the proposed Contract with the Contractor

III. _____ Financial & Budget:

- (A) _____ Projected Budget
 - i. _____ Estimated Cost of Project;
 - ii. _____ Grant Requested Amount
 - iii. _____ Lodge Share of Project Cost, if any;
 - iv. _____ Provide a Detailed List of Expenses (Attach pages as needed)
- (B) _____ Lodge Finances
 - i. _____ Number of Lodge Dues Paying Members (2019, 2020, 2021)
 - ii. _____ Annual Dues Amount (less Grand Lodge Assessment)
 - iii. _____ Total Lodge Expenses (2019, 2020, 2021)
 - iv. _____ Solvency Analysis

IV. _____ Important Documents:

- (A) _____ Attach Proof of Ownership of Property (51% or Greater)
 - i. Shown by Deed, Agreement, or some other proof.
- (B) _____ Attach Other Important Documents you wish the committee to consider.

V. _____ Disclaimer & Hold Harmless:

- (A) _____ Attach to this application the minutes where the lodge read, voted on, and approved the submission of this Grant Application, and agreed to the Grant Program terms and conditions along with this Hold Harmless Agreement.
- (B) _____ Complete the Hold Harmless Agreement.
 - i. _____ Include Lodge Seal at the Bottom of the Application.

Grand Lodge of Kentucky – Lodge Improvement Grant Program

Grant Application

Amount Requested Under this Grant Application: \$ _____

I. Contact Information

Name & Number of Lodge: _____ District: _____

List the Principle Officers of the Lodge, and contact information. By doing so these officers certify that they have agreed to this program and intend to ensure the success of such project.

Master of the Lodge (Name): _____

Mailing Address: _____

E-Mail: _____ Phone Number: _____

Signature: _____

Senior Warden of the Lodge (Name): _____

Mailing Address: _____

E-Mail: _____ Phone Number: _____

Signature: _____

Junior Warden of the Lodge (Name): _____

Mailing Address: _____

E-Mail: _____ Phone Number: _____

Signature: _____

Secretary of the Lodge (Name): _____

Mailing Address: _____

E-Mail: _____ Phone Number: _____

Signature: _____

Treasurer of the Lodge (Name): _____

Mailing Address: _____

E-Mail: _____ Phone Number: _____

Signature: _____

II: Project Description

(A) Title of your Project: _____
(Ex. Roof Repair, Painting, Flooring, etc.)

(B) Goals of Your Lodge Project, including long-term plan and outcomes:
(Please provide a bulleted list of goals in box provided below. Attach additional pages if needed.)

(C) Project Outline:
(Please provide a detailed outline of project in the box below. Attach additional pages if needed.)

(D) Project Timeline:

(Please provide a detailed timeline for your project in the box below. *Attach additional pages if needed.*)

(E) Photographs:

(Please attach to this Application any photos of the project area.)
(Upon completion please include photos of the completed project.)

(F) Please Provide any pertinent information you feel will help justify grating your request.

(Please provide additional information for your project in the box below. *Attach additional pages if needed.*)

(G) If Applicable, Please Provide the Contractor Information:

- (i) Name of Contractor & Company (Contact Information): _____
- (ii) Please Attach to this application a copy of contractor’s certification.
- (iii) Please attach to this application a copy of contractor’s insurance.
- (iv) Please attach any preliminary contract with the contractor.

III. Financials & Budget:

(A) Project Budget:

- (i) Estimated Cost of Project: \$ _____
 (Please include any obtained quotes, multiple quotes preferred.)
- (ii) Grant Requested Amount: \$ _____
- (iii) Lodge Share of Project, *if any*: \$ _____
 (Subtract requested Grant Amount from Cost.)
- (iv) Provide a detailed list of expenses:
 (Add more items as necessary.)

List of Expenses		
#	Item:	Price:
1		
2		
3		
Total		\$ _____

(B) Lodge Finances:

- (i) Number of Lodge Dues Paying Members:

2019	_____
2020	_____
2021	_____
- (ii) Annual Dues Amount [less grand lodge assessment]: \$ _____
 (If changed, please explain.)
- (iii) Total Lodge Expenses:

2019	_____
2020	_____
2021	_____
- (iv) Solvency Analysis:

“2019 Dues Paying Members” x “Annual Dues Amount”	=	\$ _____
“2019 Total Lodge Expenses”	=	- \$ _____
Solvency	=	\$ _____
“2020 Dues Paying Members” x “Annual Dues Amount”	=	\$ _____
“2020 Total Lodge Expenses”	=	- \$ _____
Solvency	=	\$ _____
“2021 Dues Paying Members” x “Annual Dues Amount”	=	\$ _____
“2021 Total Lodge Expenses”	=	- \$ _____
Solvency	=	\$ _____

IV. Important Documentation

- (A) Proof of Ownership of Property (at least 51%)
- (B) Other Documents as Necessary

V. Disclaimer and Hold Harmless:

Please attach to this application the minutes where the lodge read, voted on, and approved the submission of this Grant Application, and agreed to the Grant Program terms and conditions along with this Hold Harmless Agreement.

WAIVER OF LIABILITY, AGREEMENT NOT TO SUE, INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

I UNDERSTAND THIS DOCUMENT CONTAINS LEGALLY BINDING INFORMATION AND WILL LEGALLY BIND THE LODGE SUBMITTING THIS APPLICATION, THE OFFICERS OF THE LODGE, THE MEMEBRS OF THE LODGE, AND ANYONE ASSOCAITED WITH THIS APPLICATION AND CONTEMPLATED LODGE PROJECT.

As Master, Officer, of the below named lodge, I acknowledge that I have the power to bind the Lodge to this Agreement as such authority has been granted to me by the Lodge in a stated meeting of said Lodge. Such authorization has been properly recorded in the minutes of that meeting and is attached and included in this application.

By submitting this application, I understand and acknowledge that the Grant Program is not required to give, dispense, or provide any such funds and that the Grant Program maintains within its sole discretion to decide how and what funds are distributed under the Program.

If the Lodge is awarded any funds under this Grant Program the Lodge, its officers, and member agree to waive any and all liability, which may arise, or which it may have, against The Grand Lodge of Kentucky its officers, members, affiliates, subsidiaries, affiliate organizations, the members of the Grant Program Committee, or anyone else associated with the Grand Lodge of Kentucky. Furthermore, the below reference Lodge, and the undersigned officers, members, employees, and/or associates, unconditionally release and forever discharge any action, liabilities, damages, losses, costs, expenses, claims or demands (including without limitation those based on negligence, gross negligence and/or product liability, breach of contract, or breach of any statutory or other duty of care owed under applicable laws) that they may have for any injury to them or their property, resulting directly or indirectly from their use of any dispensed funds on any contemplated projects established by this Grant Program. Furthermore, the below reference Lodge, and the undersigned officers, members, employees, and/or associates agree to indemnify, repair, refund, and make whole, any loss The Grand Lodge of Kentucky or its affiliated organization may suffer, for which the below reference Lodge, the undersigned officers, members, employees, and/or associates are directly or indirectly responsible, with the understanding they can be held jointly and severally liable. Furthermore, the below referenced Lodge, shall not be able to bind The Grand Lodge of Kentucky to any contractual obligations or liability whatsoever.

I HEREBY AFFIRM: I AM MASTER, OWNER, MANAGER, OFFICER, EMPLOYEE, ASSOCIATE, OR MEMBER OF THE BELOW REFERENCED LODGE. I HAVE CAREFULLY READ THIS DOCUMENT, AND I UNDERSTAND ITS CONTENTS. I AM AWARE THIS DOCUMENT IS A RELEASE OF ALL LIABILITY WHICH I HAVE, OR MAY HAVE IN THE FUTURE, AGAINST THE GRAND LODGE OF KENTUCKY, ITS OFFICERS, MEMBER, AFFILIATES, SUBORDINATES, AFFILIATE ORGANIZATIONS, THE GRANT PROGRAM COMMITTEE AND ITS MEMEBRS OR ANYONE ELSE ASSOCIATED WITH THE ORGANIZATION. I FURTHER UNDERSTAND THAT BY SIGNING THIS I AM ALSO AGREEING TO INDEMNIFY THE GRAND LODGE OF KENTUCKY

ITS OFFICERS, MEMBERS, AFFILIATES, AFFILIATE ORGANIZATIONS OR ANYONE ELSE ASSOCIATED WITH THE ORGANIZATION AGAINST ANY CLAIMS OR CAUSES OF ACTION THAT MAY ARISE OUT OF THIS ARRANGEMENT. I UNDERSTAND AND ACKNOWLEDGE THAT THIS IS A CONTRACT ENFORCEABLE AGAINST ME PERSONALLY, MY LEGAL GUARDIAN, KIN, OR HEIRS IN A COURT OF LAW. I HAVE SIGNED THIS DOCUMENT OF MY OWN FREE WILL.

Name of Lodge: _____

Authority Granted to Officers on: _____

Signature of Master: _____ Date: _____

Print Name: _____

Signature of Senior Warden: _____ Date: _____

Print Name: _____

Signature of Junior Warden: _____ Date: _____

Print Name: _____

Signature of Treasurer: _____ Date: _____

Print Name: _____

Signature of Secretary: _____ Date: _____

Print Name: _____

Insert Lodge Seal Below: