

**PORTAGE RESALE CENTER**  
**Grant Information and Application**

The Portage Resale Center is a charitable organization founded in 2011 by local citizens.

**Our Mission Statement**

The Portage Resale Center is a community organization based on Christian values, benefiting Ottawa County charities and offering quality, low-cost merchandise to all.

From our annual profits each year we award numerous grants to Ottawa County non-profit organizations that offer assistance to citizens in need in Ottawa County. We invite you to submit a grant application if you are a 501 (c)(3) tax-exempt organization that serves the citizens of Ottawa County.

Grant applications must be submitted by midnight, October 30, 2023. All applications will then be reviewed by the Board of Directors of The Portage Resale Center with grants being awarded on Giving Tuesday, November 28, 2023.

Grant applications may be delivered in person in a sealed envelope marked "Grant Application - Attention: Cheryl Ross, Manager" at The Portage Resale Center, 301 West Second St., Port Clinton during the hours of 9:30 AM – 3 PM on Monday, Wednesday, Friday, and Saturday. They may also be mailed to The Portage Resale Center, 301 West Second St., Port Clinton, Ohio 43452. They must be received or postmarked no later than October 30, 2023.

**Portage Resale Center**  
**301 West Second Street**  
**Port Clinton, Ohio 43452**  
**419-732-1780**

***(Application form on back)***

**Grant Requirements**

1). State your purpose and need, who will benefit from the grant and amount desired:

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2). Summarize your plans for the grant money and implementation time frame.

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3). Provide a brief budget of grant funds desired and an explanation of how funds will be spent.

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4.) How has your Organization improved or prospered based on any previous grant awards? If you have never received a grant, please leave blank.

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5). How has your Organization supported or promoted the Portage Resale Center since receiving an award? If you haven't had an opportunity to do so, how will you plan to support the Portage Resale Center in the future?

*\*Please note: extra consideration will be given to Organizations based on Volunteer hours that have been contributed.*

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6). Organization Information:

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_

7). Contact Person Information:

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Date \_\_\_\_\_ Signature \_\_\_\_\_

8). **Attach a copy of your 501 (c)(3) tax exemption letter from the Internal Revenue Service.**

Please remember that the deadline for all grant requests is midnight on October 30, 2023.

Contact Cheryl Ross at 419-732-1780 with any questions. Thank you.

*Thank you all for the outstanding service you provide for those in need here in Ottawa County.*

