

## SAMPLE GRANT APPLICATION

### Southern Cemetery, Cremation & Funeral Association Capacity-Building & Leveraging Change Grant Program

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#### A. Association Information

- **Association Name:** ABC Cemetery Association
  - **Mailing Address:** P.O. Box 1234, Lebanon, IA 40601
  - **Primary Contact Person:** Jane Doe
  - **Title:** Executive Director
  - **Phone:** (52) 555-1234
  - **Email:** jdoe@iacemetery.org
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#### B. Association Mission, Vision, and Values

- **Mission Statement:**  
The ABC Cemetery Association strengthens, supports, and advances the professional practice of cemetery management and memorialization to ensure dignity, respect, and compassion in service to families and communities across Iowa.
  - **Vision Statement:**  
To be the leading voice and resource for Iowa cemeteries, ensuring perpetual care, professional excellence, and public trust in memorial services.
  - **Core Values:**
    - Integrity in all practices
    - Respect for the deceased and their families
    - Excellence in professional service
    - Stewardship of historic and natural landscapes
    - Collaboration and education to strengthen the profession
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#### C. Project Overview

- **Project Title:** *ABC Cemetery Leadership & Service Enhancement Initiative*
- **Amount Requested:** \$5,000
- **Project Timeline:** January 2026 – December 2026
- **Partner Organizations:**
  - Iowa Board of Embalmers & Funeral Directors (training support)
  - Iowa Community & Technical College (continuing education partner)
  - Iowa Historical Society (community engagement collaboration)

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## **D. Project Narrative**

### **Who:**

The initiative will directly benefit ABC's 150+ member cemeteries and their employees, and indirectly benefit families and communities across Iowa who rely on compassionate, professional end-of-life services.

### **What:**

ABC proposes to design and deliver a statewide professional development and community engagement program. The project will include:

1. Development of three training workshops on best practices in cemetery operations, historic preservation, and grief-sensitive customer service.
2. Creation of a public outreach toolkit to educate Iowan families about the role of cemeteries as community heritage spaces.
3. Launch of a digital resource hub for members with on-demand training materials and downloadable public-facing resources.

### **Where:**

Trainings will be hosted in North, South, and West Cities, with digital access for rural members statewide. The outreach toolkit will be available to all Iowa cemeteries.

### **When:**

Program launch: January 2026

Trainings: March, June, and September 2026

Toolkit release: July 2026

Digital hub launch: November 2026

### **Why:**

Many Iowa cemeteries face staffing shortages, aging infrastructure, and limited resources for professional development. Families increasingly expect high-quality, personalized service, while the public often misunderstands the essential role cemeteries play in cultural heritage. This initiative addresses these needs by building member capacity, strengthening community trust, and ensuring sustainability of cemetery services.

### **How:**

Through SCCFA funding and partner collaboration, ABC will:

- Convene training experts from partner organizations.
  - Develop resources with input from historical and technical partners.
  - Leverage ABC's statewide network to deliver and promote the initiative.
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## E. Goals & Objectives

- **Goal 1: Strengthen professional capacity of cemetery staff statewide.**
    - **Objective 1.1:** Deliver 3 in-person workshops by September 2026, reaching at least 100 participants.
    - **Objective 1.2:** At least 85% of participants will report improved knowledge and skills through post-training surveys.
  - **Goal 2: Increase public awareness of cemeteries as vital community heritage spaces.**
    - **Objective 2.1:** Distribute 50 outreach toolkits by December 2026.
    - **Objective 2.2:** Achieve 10 documented community engagement events using toolkit materials within the first year.
  - **Goal 3: Expand accessibility of continuing education.**
    - **Objective 3.1:** Launch a digital member resource hub by November 2026.
    - **Objective 3.2:** Track at least 75 downloads of training materials within 6 months of launch.
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## F. Expected Impact

- **For Members:** Improved professional development opportunities, stronger confidence in service delivery, and new tools to address operational and cultural challenges.
- **For Communities:** Increased awareness and respect for cemeteries as sacred spaces and community assets.
- **For the Association:** Stronger partnerships with state agencies, historical organizations, and educational institutions; expanded reputation as a leader in professional training and community engagement.

Measurement will include:

- Pre- and post-training surveys.
  - Usage analytics from the digital hub.
  - Documentation of community events.
  - Member and partner feedback.
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## G. Budget Summary

| Expense Category              | Amount         |
|-------------------------------|----------------|
| Training Materials & Speakers | \$2,000        |
| Outreach Toolkit Development  | \$1,500        |
| Digital Resource Hub Design   | \$1,000        |
| Printing/Communications       | \$500          |
| <b>Total Request:</b>         | <b>\$5,000</b> |

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## H. Evaluation & Reporting

ABC will evaluate success through measurable participation numbers, surveys, and usage metrics. Results will be compiled into a final report submitted to SCCFA by January 2027, including:

- Outcomes vs. objectives achieved.
  - Participant and community feedback.
  - Financial accounting of funds expended.
  - Recommendations for replication in other states.
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### Certification

I certify that the information contained in this application is accurate and complete to the best of my knowledge.

Signature: \_\_\_\_\_  
Name/Title: Jane Doe, Executive Director  
Date: November 15, 2025