

# COMMUNITY FUNDING GRANT APPLICATION

Municipality of Skagway

PO Box 415  
Skagway, AK 99840  
Phone: 907-983-2297



[h.rodig@skagway.org](mailto:h.rodig@skagway.org)  
[www.skagway.org](http://www.skagway.org)

**ROLLING APPLICATION PERIOD IS JANUARY 1 - NOVEMBER 15 OF EACH FISCAL YEAR**

Date of Application: 9JAN24 Fiscal Year Applying for: 2024  
Organization Name: Lynn Canal Broadcasting  
Address: PO Box 1109  
Contact: Kyle Clayton Fax: \_\_\_\_\_  
Telephone: 907-713-5650 Website: khns.org  
Email: gm@khns.org

Amount Requested: \$29,606

Application #: 1

Maximum of 2 applications per organization  
per year (Max 1 for for-profit child care  
providers)

Has your organization received a Municipal contribution before:

  

Yes → If yes, please provide year(s) previous funding was received:

2023

## APPLICANT ELIGIBILITY REQUIREMENTS

\*Applications for \$5,000 or less only subject to these eligibility requirements.

### Organization Type:

Not-for-profit or non-profit incorporated organization

OR

Charitable organization that has been in operations for a minimum of one year;

OR

For-profit Alaska state licensed child care provider (FY21, FY22, & FY23);

OR

Other\*: \_\_\_\_\_

### Must meet all the following:

Extend services to the general public of the Skagway Borough\*;

Demonstrate fiscal responsibility and sustainability\*;

Agree to be subject to review and audit by the Municipality of Skagway;

Understand that the above mentioned audits could result in a request for reimbursement;

Agree to comply with all federal, state and municipal laws to use the funds in a non discriminatory

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## APPLICANT ELIGIBILITY REQUIREMENTS (continued)

All organizations ***EXCEPT*** for-profit child care providers must also meet the following:

- Be governed by a community-based volunteer Board of Directors.

NAME OF PROJECT OR PROGRAM: Community programs and emergency communication

## PROJECT/PROGRAM ELIGIBILITY

Must meet all the following:

\*not applicable for applicants requesting less than \$5,000

- Benefit the citizens of the Municipality of Skagway;  
 Be sustainable beyond the support of the municipal grant.

All organizations ***EXCEPT*** for-profit child care providers must also meet the following:

\*not applicable for applicants requesting less than \$5,000

- Have a budget separate from the applicant's operating budget;  
 Include significant volunteer involvement.

Provide a Program Summary/Description:

KHNS is a community public radio station, operating since 1980 and serving the communities of the upper Lynn canal with emergency information, local news, entertainment and education.

Provide a description of public benefit:

KHNS provides 24/7 programming to the Upper Lynn Canal with over 3,200 hours of original programming each year from our many volunteer DJs and staff news reporters. We provide local news with staff in Haines and Skagway. Of that 3,200 hours, 640 has a minority ethnic or racial group in principal charge of production. KHNS has generators that fuel our Skagway translator and the transmitter shed and studios in Haines which provide the streaming and the broadcast to Skagway. As a result, we are prepared to be on air and of service in most emergency situations. Our Studio in Skagway allows for local residents to learn broadcasting and production and provide locally driven music programming. Our news reporter in Skagway is able to get into the heart of important Skagway news coverage. We feature weekly 15/min programs from the Klondike National Historical Park, Library, Clinic & Health Providers, Fire Department, Gardeners & various Skagway non-profits. We also conduct bi-monthly Skagway mayoral updates.

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**Provide a description of volunteer involvement:**

KHNS has about 40 regular volunteers and then another 40 who are seasonal or fill-in. In addition, we have volunteers who help with the fund drives, events and various parts of our operation as needed. KHNS has studios in both Skagway and Haines and many volunteer djs broadcast music programs at various times over the week as well as hosting the regular 15/min programs described above.

**Please list other funding sources available for this program:**

Federal, National and Regional grants (Corporation for Public Broadcasting, Rasmuson Foundation, Chilkat Valley Community Foundation, Haines Borough Non-Profit Fund, Robert Wood Johnson Foundation, Press Club - every year shows different grant opportunities and awards) membership contributions and business sponsorship.

## ATTACHMENT CHECKLIST

*The following must be included with the application to be considered for grant funding:*

\*not applicable for applicants requesting less than \$5,000

- Proof of organization type, including date of inception
- Most recent budget (board approved for non-profit & charitable organizations)
- Program or project budget (if request is not for administrative purposes)
- Most recent balance sheet report
- Most recent profit & loss statement
- Proof of Alaska state licensing for for-profit child care providers ONLY

Kyle Clayton

Digitally signed by Kyle Clayton  
Date: 2024.01.09 14:22:31 -09'00'

9JAN24

Signature

Date

Please fill out completely and return to City Hall, PO Box 415, Skagway AK 99840  
or email to [h.rodig@skagway.org](mailto:h.rodig@skagway.org)  
For more information please call 907-983-2297