



DUE DILIGENCE

Staff will look over applications before assigning proposals to be reviewed by the Distribution Committee. This certifies that all applications that the Distribution Committee reviews have met the criteria. The applications will be checked for the following:

1. If an organization is a 501(c)3, staff will confirm that they are in good standing with the IRS. Staff will make sure that a 990 has been filed within two years.
2. Staff will review the organization's history with the Community Foundation. They will check:
 - If they have the organization has an open grant ([see rule 3](#)).
 - If this is the organization's first time applying, they must have met with the Grants Manager to discuss questions, concerns, expectations, etc.
3. CFO will review financial statements to ensure it conveys all financial information pertinent to proposal.
4. If proposal scores a cumulative 70% or below, it will be automatically declined.

If proposals do not meet items 1-4, a declination letter will be sent indicating what they will need to improve.

Staff will also review proposals to determine:

1. Which program area (Community Development, Education, Health, Human Services, or Arts & Culture) each project/program falls under.
2. Which field of interest the project/program could match with:
 - a. Support for young women's causes
 - b. For the needs of children and the elderly
 - c. To directly benefit men or women of irreproachable character who are over the age of 30 and unprovided for without just cause due to (1) accident, (2) poor health, (3) death of their husband or (4) left by their husband
 - d. To aid abused and neglected women and children and/or programs for the benefit of same
 - e. For prevention of domestic violence in Grant County
 - f. For youth-related projects and programs within Grant County, Indiana
 - g. For aid and support of Grant County residents who are leukemia victims
 - h. For programs supporting children suffering with life-threatening illnesses other than leukemia
 - i. For the City of Marion International Walkway of Lights
 - j. To support sports for disadvantaged youth in Grant County
 - k. To support Martin Luther King celebrations in Grant County
 - l. To provide body armor and safety equipment for a Grant County law enforcement agency
 - m. To meet educational needs of Grant County