



Grant Process Guidelines

1. First-time organization applicants are required to meet with the Community Investment Manager (CIM) prior to submitting an application.
2. Though a meeting with the CIM is not necessary for organizations that have applied with us in the past, they are available for consultation throughout the process. Since staff members do not vote on the approval of grant proposals, the CIM can be an objective assistant to give you feedback on your proposal.
3. The Community Foundation does not fund debt. Expenses charged against a grant may not be incurred prior to the date at which the grant period begins or subsequent to its termination date and may be incurred only as activities of the approved program.
4. Organizations must be a 501(c) in good status with the IRS to apply. Organizations may be required to show the IRS Determination Letter.
5. If an organization is found to have a revoked 501(c) status with the IRS at any time during the application process, the application will not be accepted or reviewed by the Distribution Committee. The organization will be permitted to apply again in the same calendar year if the IRS letter of reinstatement is provided to the Foundation. Only the official letter from the IRS can be accepted.
6. If the organization has an open grant they will not be permitted to apply until the High 5 presentation is complete, thus closing the grant.
7. The Community Foundation of Grant County does not grant to:
 - a. specific political parties or candidates
 - b. profit-making enterprises
 - c. religious projects/programs that benefit a specific church
 - d. individuals
8. The Community Foundation of Grant County will not award a grant with less funding than what was requested in proposal. We will either award full funding requested or decline complete proposals.
9. Funding for organization operations is permitted if proposal also requests funding for a project/program. Alternately, if proposal only asks for monies for operations, the organization must prove that the project/program has been funded in full.
10. After electronic reviews, any proposal that scores a cumulative 70% or below will be automatically declined.
11. Requests must be a minimum of \$2,500 to respect applicants time required for proposal.
12. The Community Foundation of Grant County requires grant applicants to submit three (3) quotes for goods or services (one of which must be a local quote, if possible) with your project budget unless your request for goods or services is for highly specialized equipment, only available through very limited national vendors—then only one quote is required. Note: If your request is for goods or services that can only be obtained through all online sources, you are still required to provide three quotes. This will most likely apply to smaller equipment requests that can be purchased through large online retailers like Amazon, Walmart, etc. It is preferred the quotes simply be a document with a list of links to the online source, or a screen shot picture of the website's "cart."

Email Meagan Mathias (Meagan@GiveToGrant.org) to request grant application link and code.