

# Partners in Community Impact

Supporting organizations creating stronger communities for everyone.

# Grant Guidelines

## GRUNDY COUNTY COMMUNITY FOUNDATION GRANTS - 2022

SNAPSHOT		
APPLICATION OPENS	OCTOBER 15, 2021	This document provides the necessary details about this specific grant opportunity, including deadlines and eligibility requirements. For information about accessing the online grants management site, tips on grantwriting, and more, visit the Grantseeker Resources section of our website ( <a href="http://www.cfneia.org">www.cfneia.org</a> ). If you have any additional questions, please contact Program Manager Dotti Thompson at 319-243-1358 or <a href="mailto:dthompson@cfneia.org">dthompson@cfneia.org</a> .
APPLICATION DEADLINE	DECEMBER 31, 2021	

### About the Grundy County Community Foundation

The Grundy County Community Foundation is an affiliate of the Community Foundation of Northeast Iowa, created by and for the people of Grundy County for the purpose of generating both endowed and unrestricted funds to support charitable capital projects, activities, services, programs, and organizations that will improve the quality of life for the residents of Grundy County, Iowa.

### What We Support

The Grundy County Community Foundation provides grants to improve life in Grundy County, Iowa. We want to help develop communities that people want to live in, as well as to benefit rural areas of the county. Areas of Foundation giving are:



Arts & Culture



Community Betterment



Education & Youth Development



Environment & Animal Welfare



Health



Human Service

### Eligibility to Apply

Organizations must provide benefits to the people of the Grundy County and must meet the following criteria in order to apply for a grant:

- Be classified as a 501(c)(3) nonprofit organization or be a government entity. Tax-exempt organizations classified as other than 501(c)(3) are also eligible if and only if the project is deemed charitable; please contact our office to discuss the project's eligibility prior to submitting a proposal.
- Be current with all state and federal reporting requirements, such as filing of 990 forms.
- Must not have any past due grant reports for previous Grundy County Community Foundation grants.

For groups, projects, or initiatives that do not meet the above eligibility requirements, the Community Foundation will consider your requests if submitted through a fiscal sponsor. Fiscal sponsors must be classified as a 501(c)(3) or a government entity. The Foundation prefers that the fiscal sponsor's mission closely align with the sponsored project. Fiscal Sponsors will be legally and financially responsible for any grant funds that are awarded by the Grundy County Community Foundation.

For questions about eligibility, contact Dotti Thompson, program manager at [dthompson@cfneia.org](mailto:dthompson@cfneia.org) or 319-243-1358.

## Restrictions

- One application per organization with the exemption of Government Entities and Fiscal Sponsors; **however, fiscal sponsors may submit only one application per sponsored organization.**
- **Government entities may submit only one application per department.** Schools are considered government entities for grant purposes.
- The following organizations are eligible for specific projects only:
  - Churches – for projects that provide community services/activities.
  - Economic development organizations - for marketing/education projects that benefits the whole community, not just member businesses.
  - Service clubs and veterans' organization (with eligible tax-exempt status) - for charitable community projects.
- Grant request minimum is \$1,000.
- **Requests for debt repayment and/or pass through funds (funds to be paid to another entity) are not eligible.**
- Inherently religious activities such as religious worship, instruction, or proselytization or activities that promote specific religious doctrine are not eligible.
- **A detailed Project Budget listing all expenses and income sources specific to the requested project must be uploaded into the application. See budget template on page 4 and linked in the application for sample.**
- **Applicants are strongly encouraged to include bids and/or estimates for equipment and materials being requested.**
- Funding requests should be for the actual cost of the project, not including trainings and salaries.
- **Late, incomplete, or hard copy applications will not be considered.** Incomplete applications are those that are in DRAFT mode at the time of the application deadline.

## Review Criteria

Applications will be reviewed and scored on the following elements:

- **Organization** – The overall health of the organization and how the application reflects the organization's capability for completing the project.
- **Feasibility** – The probability the project will be successful, including the organization's level of staff/volunteers and collaboration with community partners.
- **Community Need and Outcomes** – The need for the project and how the proposed outcomes impact the community/county.
- **Project Budget** – The details of the budget and the ability to secure and/or leverage other funding sources, including in-kind services.

## Funding Priorities

- The extent to which the proposal addresses a community need, demonstrates broad-based community support, and provides benefits to the community-at-large.
- The level of support or leveraged funding from other sources.
- Maximization of community resources through cooperation and collaboration with other organizations in the community and the elimination of redundant services, programs, or projects.
- The capacity of the applicant's organization and staff to achieve the desired result and/or projects that focus on the growth of the organization.
- The sustainability of the proposed project.

## Grant Selection Process

The Grundy County Community Foundation is made up of community volunteers from throughout Grundy County. This committee is responsible for making funding recommendations to the Community Foundation of Northeast Iowa's board of directors. The Committee carefully reviews and considers all eligible applications based on the guidelines stated herein. The 2022 Governing Committee is:

Marcia Beving  
Jessica Eilers  
Jeffrey Frank

Lexie Hach  
Nick Jans  
Jen Jensen

Brandi Morris  
Jake Pabst  
Angie Thesing

## How to Apply

Applicants interested in seeking grants from the Grundy County Community Foundation should fully review these grant guidelines prior to submitting an application to ensure all eligibility requirements are met. Applications must be submitted through the foundation's online grant management system. Visit [www.grundyccf.org](http://www.grundyccf.org) to access the online grant system, and to find additional resources for grant seekers.

## Important Dates

- The grant application deadline is **5:00 pm** on December 31, 2021. *Technical support will be available to applicants until 5:00 pm on the day of the deadline.*
- All applicants will be notified of the results of the grant process in mid-March 2022.
- Grant awards will be presented during a ceremony on April 27, 2022. More details will be provided with grantee notifications. ***Grantees (along with staff & board members) are encouraged to attend this ceremony to be recognized.***
- Grant reports, for successful proposals, are due April 30, 2023.

## Grant Conditions

**Awarded applicants are required to:**

- Sign a Terms of Grant agreement which clarifies legal parameters for use of the grant.
- Submit a Grant Report to show the results of the project and to show that all the funds have been spent as intended. (If the project takes longer to complete, the Community Foundation will consider a request to extend the Grant Report deadline.)

## Questions

For eligibility and application questions, contact Dotti Thompson at our administrative office at 319-243-1358 or [dthompson@cfneia.org](mailto:dthompson@cfneia.org).

**SAMPLE GCCF Project Budget**

	<b>Project:</b>	<b>Fire Department Safety Equipment</b>			
<b>Project Expenses</b>	<b>Total Project Cost</b>	<b>GCCF Request</b>	<b>Other Funding Amt</b>	<b>Other Funding Source</b>	<b>Other Funding Status</b>
Multi-Gas Detector	\$ 6,000.00	\$ 3,500.00	\$ 2,500.00	Agency	Received
Water Nozzles	\$ 3,100.00	\$ 3,100.00			
Thermal Camera	\$ 5,000.00	\$ 2,000.00	\$ 2,000.00	Donations	Pending
			\$ 1,000.00	Grant	Secured
Helmet Lights	\$ 600.00		\$ 300.00	Donations	Received
			\$ 300.00	In-Kind	Secured
<b>Total</b>	<b>\$ 14,700.00</b>	<b>\$ 8,600.00</b>	<b>\$ 6,100.00</b>		

**Instructions:**

Enter each expense line item for the project in the Project Expenses column (Column A). In the Total Project Cost column, enter the total cost for the corresponding line item (Column B). The cost of the line item that is being requested from the GCCF is entered into the GCCF Request column (Column C). Any additional funding amounts for each project expense are entered separately by funding source (Column D). Enter the appropriate funding status for each funding source in the Funding Status column (Column F). You may add more rows as needed. **The Total Project Cost column must equal the GCCF Request column plus the Other Funding Source Column.**

In-kind services or discounts should be included in the Total Project Cost column at a rate your organization would have to pay a vendor and the amount equal to this should be shown in the Other Funding Amt column as an income.

**Funding Source Definitions:**

**Agency** - Funds from the organization's budget or reserves

**In-Kind Services** - Labor or other services provided at discount or no cost or by volunteers

**Grant** - Grant funds for this project other than those from the GCCF, including grants pending/received from other CFNEIA Affiliates

**Donations** - Funds received from private individuals or businesses

**United Way** - Funds received through United Way organizations

**Other** - Funds from a source not listed

**Funding Status Definitions:**

**Pending** - Funds have been sought, but are awaiting approval/denial

**Secured** - Funds have been committed but not received by the organization

**Received** - Funds have been received and are earmarked for the project