

Partners in Community Impact

Supporting organizations creating stronger communities for everyone.

Grant Guidelines

CHICKASAW COUNTY COMMUNITY FOUNDATION GRANTS - 2025

SNAPSHOT		
APPLICATION OPENS	November 15, 2024	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 grant writing, and more, visit the Grantseeker Resources section of our website (www.cfneia.org). If you have any additional questions, please contact Grant and Scholarship Manager Dotti Thompson at 319-243-1358 or dthompson@cfneia.org .
APPLICATION DEADLINE	January 15, 2025 at 5:00pm	

About the Chickasaw County Community Foundation

The Chickasaw County Community Foundation, an affiliate of the Community Foundation of Northeast Iowa, was created by and for the people of Chickasaw County. Our mission is to respond to the current and future needs of Chickasaw County by securing endowment funds, creating mechanisms to meet community needs, serving as a convener to examine and determine community needs, and facilitating the development of solutions to community problems.

What We Support

The Chickasaw County Community Foundation will provide grants to improve life in Chickasaw County, Iowa. We want to help develop communities that people want to live in, as well as to benefit rural areas of the county. Foundation funding supports projects in the following program areas:



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 Chickasaw County *and* must meet the following criteria to apply for a grant:

- 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* the project is deemed charitable; please contact our office to discuss the project's eligibility prior to submitting a proposal.
- Current with all state and federal reporting requirements, such as filing of 990 forms.
- No past due grant reports for previous Chickasaw County Community Foundation grants.
- Requests that include or require participation in inherently religious activities such as religious worship, instruction, or proselytization or activities that promote specific religious doctrine are not eligible.
- Application must be completed by the due date using the online application and CFNEIA grant site.

Groups, projects, or initiatives that do not meet the above eligibility requirements may submit a request 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.**

Restrictions

- One application per organization per year with the exemption of Government Entities and Fiscal Sponsors.
- Fiscal sponsors may only submit one application per sponsored organization. Government entities may submit only one application per department. *Schools are considered government entities for foundation granting purposes.*
- The minimum request is \$1,000; maximum request is \$10,000.
- **Applicants must use the Budget Template that is linked in the application. (see page 4 for example).**
- In general, the CCCF does not fund general operating costs of a request, including salaries.
- Requests for debt repayment or pass-through funds are not eligible.
- Bids/estimates for work to be completed are strongly encouraged to be included in applications.

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 request.
- **Feasibility** – The probability the request will be successful, including the organization’s level of staff/volunteers and collaboration with community partners.
- **Community Need and Outcomes** – The need for the request and how the proposed outcomes impact the community/county.
- **Request Budget** – The details of the budget and the ability to secure and/or leverage other funding sources, including in-kind services.

Funding Priority

Highest priority for funding is given to requests that:

- Provide a detailed budget and show other funding sources for the request.
- Show substantial long-term community impact through the number of individuals served.
- Show the ability to be sustained once the grant funds are expended.

Please note: The request described in your application may be funded in full, partially funded, or not at all. The more information you can provide in your application the better.

Grant Selection Process

The Chickasaw County Community Foundation is made up of community volunteers from throughout Chickasaw 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 2025 Governing Committee is:

Jeff Berns
Mary Gruenberg
Tara Hackman
Michelle Hoy

Lara Lawrence
Courtney Lechtenberg
Dana Lentz
Bill Meyer

Kristen Norbisch
Kristi Reicks
Nick Winter
Matthew Ysbrand

How to Apply

Applicants interested in seeking grants from the Chickasaw County Community Foundation should fully review these grant guidelines prior to applying to ensure all eligibility requirements are met. Applications must be submitted through the foundation’s online grant management system. Visit www.chickasawccf.org to access the online grant system, and to find additional resources for grant seekers.

Important Dates

- The grant application deadline is **5:00pm on January 15, 2025**. **Staff 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 2025.
- **Grant awards will be presented during a ceremony in April 2025.**
- Grant reports, for successful proposals, are due April 30, 2026.

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

Applicants should contact Dotti Thompson, Grant and Scholarship Manager, at 319-243-1358 or dthompson@cfneia.org with specific questions on eligibility or accessing the grant site.

It is suggested that first-time applicants contact Shanda Hansen, Director of Affiliate Impact, at 319-243-1357 or shansen@cfneia.org to explore the appropriateness of requests and for any further guidance.

Sample Request Budget					
	Request Name:	Fire Department Updates			
Request Expenses	Total Request Cost	CF Request	Other Funding Amt	Other Funding Source	Other Funding Status
Packs	\$ 38,540.00		\$ 35,000.00	Agency	Received
			\$ 3,540.00	Donations	Received
Masks	\$ 6,116.00	\$ 1,900.00	\$ 4,216.00	Grant	Pending
Tanks	\$ 10,252.00	\$ 3,500.00	\$ 3,376.00	Donations	Secured
			\$ 3,376.00	United Way	Secured
Batteries	\$ 5,136.00	\$ 4,600.00	\$ 536.00	Other	Received
Chargers	\$ 1,616.00		\$ 1,616.00	In-Kind	Secured
Total	\$ 61,660.00	\$ 10,000.00	\$ 51,660.00		

Instructions:

Enter each expense line item for the request in the Request Expenses column (Column A). In the Total Request 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 CCCF is entered into the CCCF Request column (Column C). Any additional funding amounts for each request 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 Request Cost column must equal the CCCF Request column plus the Other Funding Source Column.**

NOTE: In-kind services or discounts should be included in the Total Request 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 request other than those from the CCCF, including grants from 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 request