



## 2018 GRANT GUIDELINES

### Bremer County Community Foundation

The Bremer County Community Foundation, an affiliate of the Community Foundation of Northeast Iowa, is created by and for the people of Bremer County. The Community Foundation's main goals are to support Bremer County and to attract additional funds to assist donors in creating lasting legacies through a variety of giving options within Bremer County. There are many component funds within the Bremer County Community Foundation, with a variety of charitable purposes. Find out more at [www.bremerccf.org](http://www.bremerccf.org).

### Readlyn Community Fund and Waverly Community Fund

The Waverly Community Fund and the Readlyn Community Fund have been affiliated with the Bremer County Community Foundation for a number of years. Beginning in 2012, the Readlyn Community Fund, the Waverly Community Fund, and the Bremer County Community Foundation combined their grant allocation processes in an effort to simplify the requirements for Waverly & Readlyn area organizations applying to both their local community Fund and the county Foundation. Find more information about the Readlyn Community Fund at [www.readlyncf.org](http://www.readlyncf.org) and the Waverly Community Fund at [www.waverlycf.org](http://www.waverlycf.org).

### What We Support

The Bremer County Community Foundation (BCCF), the Readlyn Community Fund (RCF), and the Waverly Community Fund (WCF) provide grants to improve life throughout Bremer County, Iowa, as well as in Readlyn and Waverly specifically. We want to help develop all our communities into places where people want to live, as well as to benefit rural areas of the county. Areas of Foundation giving are:

ART AND CULTURE  
COMMUNITY BETTERMENT  
EDUCATION  
ENVIRONMENT

HEALTH  
HISTORIC PRESERVATION  
HUMAN SERVICE

### Applying for a Grant

Applicants interested in seeking grants from the Bremer County Community Foundation, Readlyn or Waverly Funds 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.bremerccf.org](http://www.bremerccf.org), [www.waverlycf.org](http://www.waverlycf.org) or [www.readlyncf.org](http://www.readlyncf.org) to access the online grant system, and to find additional resources for grant seekers.

**Applications must be submitted by 11:59 pm on March 31, 2018**

*It is suggested that applicants, in particular first-time applicants, contact Program Manager Dotti Thompson to explore the appropriateness of requests and for any further guidance. (See page 2 for contact information)*

### Eligibility to Apply for Funding

- Applicants must be tax-exempt, non-profit entities classified by the IRS as 501(c)(3) organizations or government entities. Other agencies may apply through a Fiscal Sponsor. If you have questions about eligibility, classification status or fiscal sponsorship, please contact our administrative office at 319-243-1358. **NOTE: Fiscal Sponsors are legally and financially responsible for funds that are approved and granted from BCCF/RCF/WCF.**
- One application per organization. **Exceptions for government entities and fiscal sponsors.**
- **Schools may only submit one application per school district.**
- Organizations serving Readlyn and/or Waverly residents are eligible to apply to both BCCF and to RCF/WCF.
- Grant Request **minimum** is \$500. **Maximum** for BCCF requests is \$10,000. **Maximum** for RCF and WCF requests is \$5,000 each.
- If the organization has received past funding from the BCCF, RCF and/or WCF, all grant reporting must be up to date and in good standing to be eligible to apply.
- **Required Submissions - these documents will need to be uploaded to the online application form:**
  - Project budget
  - If applying to RCF: Also include current Operating Budget (a summary is acceptable) and list of Board of Directors
  - If applying to WCF: Also include current Operating Budget (a summary is acceptable)

### Grant Decisions and Award Dates

- **The grant application deadline is 11:59pm on March 31, 2018.**
- All applicants will be notified of the results of the grant process in mid-June 2018.
- Grant awards will be presented during a ceremony in June 2018.

### 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 by **January 31, 2019** on the outcome of the funded project.

### If you have questions, contact:

Contact our administrative office at 319-243-1358 or [dthompson@cfneia.org](mailto:dthompson@cfneia.org) with specific questions on eligibility or the general grant process.

BCCF: Chair, Ryan Tucker, 319-269-2018

RCF: Chair, Darren O'Donnell at 319-269-5740

WCF: Chair, Paula Stevenson at 319-404-0682