



2019 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. The Readlyn and Waverly Community Funds are component funds within the Bremer County Community Foundation. The funds have been set up to support projects in these communities.

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, and Human Service.**

Review Criteria

Applications will be reviewed and scored on the following elements:

- **Feasibility** – The probability the project will be successful, including the organization's level of staff/volunteers and collaboration with community partners.
- **Organization** – The overall health of the organization and how the application reflects the organization's capability for completing the project.
- **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.

Grant Selection Process

Committee members of the Bremer County Community Foundation review and evaluate applications submitted to the Bremer County Community Foundation, members of the Waverly Community Fund Governing Committee review and evaluate all applications submitted for funding from the Waverly Community Fund, and all applications requesting funds from the Readlyn Community Fund are reviewed by the Readlyn Governing Committee. Final grant recommendations are made independently by each committee and provided to the Community Foundation Board of Directors for final approval.

Applying for a Grant

Applicants interested in seeking grants from the Bremer County Community Foundation, including the Readlyn and Waverly Community 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, www.readlyncf.org, or www.waverlycf.org to access the online grant system, and to find additional resources for grant seekers.

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)

Eligibility to Apply for Funding

To be eligible for a grant, applicants must be **501(c)(3), tax-exempt non-profit organizations or government entities** in good standing with the IRS, and the projects must benefit the residents of Bremer County, Waverly, and/or Readlyn. Charitable projects conducted by tax-exempt organizations classified as **other** than 501(c)(3) may also be eligible; please contact our office to discuss your proposal.

Restrictions:

- For groups, projects, or initiatives that are not classified by the IRS as 501(c)(3), tax-exempt non-profit organizations (or equivalent) or government entities, the 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.
- One application per organization with the exemption of Government Entities and Fiscal Sponsors; **however, fiscal sponsors may only submit one application per sponsored organization. Government entities may submit only one application per department. Schools are considered government entities.**
- Grant Request **minimum** is \$500. The maximum that will be awarded to a project from Bremer County is \$10,000, the maximum Readlyn and Waverly Community funds is \$5,000 each. **Maximum combined request from all three funds is \$20,000.**
- If the organization has received past funding from the Bremer County Community Foundation, Waverly Community Fund, and/or Readlyn Community Fund all grant reporting must be up to date and in good standing, or they will be considered ineligible to receive funding.

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.

Important Dates

- **The grant application deadline is 11:59pm on March 31, 2019.**
- All applicants will be notified of the results of the grant process in mid-June 2019.
- Grant awards will be presented during a ceremony in late June 2019.

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, 2020** on the outcome of the funded project.

Questions

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

Bremer County Community Foundation Committee

Madeleine Ambrose	Deb Hanson
Dawn Bergmann	Billy Lehmkuhl
Lois Buhr	Gene Lieb
Amy Caster	Brian Pins
Mary Dietz	Robert Whitney

Readlyn Community Fund Committee

Darren O'Donnell	Amy Sheppard
Jill Krall	Gina Wiersma
Ron Oltrogge	

Waverly Community Fund Committee

Paula Stevenson	Joanne Jones
Traci Magsamen	Steve Main
Kristi Demuth	Dick Moeller
David Fox	Roy Petersen