



FRANKLIN COUNTY COMMUNITY FOUNDATION - 2019 GRANT GUIDELINES

SNAPSHOT		
APPLICATION OPENS	DECEMBER 1, 2018	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 (www.cfneia.org). If you have any additional questions, please contact Program Manager Dotti Thompson at 319-243-1358 or dthompson@cfneia.org .
APPLICATION DEADLINE	JANUARY 15, 2019	

About the Franklin County Community Foundation

The Franklin County Community Foundation, an affiliate of the Community Foundation of Northeast Iowa, is created by and for the people of Franklin County. The Community Foundation's main goals are to support Franklin County and to attract additional funds to assist donors in creating lasting legacies through a variety of giving options within Franklin County.

What We Support

The Franklin County Community Foundation will provide grants to improve life in Franklin 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: Art and Culture, Community Betterment, Education, Environment, Health, Historic Preservation, and Human Service.

Eligibility to Apply for Funding

Organizations must provide benefits to the people of the Howard 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 Elma Area 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 Franklin County Community Foundation.**

It is suggested that applicants, in particular first-time applicants, contact Program Manager Dotti Thompson (319-243-1358 or dthompson@cfneia.org) to explore the appropriateness of requests and for any further guidance.

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 and government entities may submit only one application per department. Schools are considered government entities for grant purposes.
- **Grant request minimum is \$1,000 and maximum should not exceed \$10,000.**
- Applicants should match at least 20% of the requested amount. Match may be cash or in-kind (only half of the 20% may be in-kind).
- Eligible applicants may include: churches (for community services/activities), economic development organizations (for marketing & education), schools, and civic organizations (for charitable projects).
- Requests for funds that will be re-granted by the applicant, including scholarships or for fundraising/one-time events will not be funded by the Franklin County Community Foundation.

Funding Preferences and Priorities

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, and ability to fund future costs of 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.

In addition, the Franklin County Community prefers to fund projects that:

- Utilize local vendors and contractors when possible
- Can be completed within the grant period
- Demonstrate multiple sources of income for the project
- Are sustainable without ongoing support from the FCCF

Grant Selection Process

The Franklin County Community Foundation is made up of community volunteers from throughout Franklin 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 2019 Governing Committee is:

Nadine Baltes	Jim Davies
Karen Bruns	Ted Hughes
Jill Burkley	Colleen Moritz
Jerry Butt	Anne Plagge
Cathy Carlson	LeAnn Strother

How to Apply

Applicants interested in seeking grants from the Franklin 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.franklinccf.org to access the online grant system, and to find additional resources for grant seekers.

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 January 15, 2019.
- All applicants will be notified of the results of the grant process in mid-March 2019.
- Grant awards will be presented during a ceremony in April 2019.
- Grant reports, for successful proposals, are due on October 31, 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 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 our administrative office at 319-243-1358 or dthompson@cfneia.org with specific questions on eligibility and the application process.