



## 2018 GRANT GUIDELINES

### About the Emmet County Community Foundation

The Emmet County Community Foundation, an affiliate of the Community Foundation of Northeast Iowa, is a 501(c)(3) non-profit organization created by and for the people of Emmet County. The Foundation's mission is to strengthen Emmet County communities by encouraging charitable giving to create legacies for the future. We offer world-class donor services and wise investing. Our grants are designed to act as a catalyst for community transformation and growth, enriching the lives of area citizens.

### What We Support

The Emmet County Community Foundation provides grants to improve life in Emmet 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

HUMAN SERVICE

### Applying for a Grant

Applicants interested in seeking grants from the Emmet 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.emmetccf.org](http://www.emmetccf.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.

**Applications must be submitted by 11:59 pm on March 1, 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

- Applying organizations must be 501(c)(3) organizations or government entities. **NOTE:** If you are not a 501(c)(3) or government entity, you may have a 501(c)(3) or government entity serve as a Fiscal Sponsor and apply on your behalf. ***Fiscal Sponsors are legally and financially responsible for funds that are approved and granted from ECCF.***
- One application per project (exceptions may be made for government entities or Fiscal Sponsor organizations).
- Grant request ***minimum*** is \$300. ***Maximum*** is \$10,000.
- If the organization has received past funding from the Emmet County Community Foundation, all grant reporting must be up to date and in good standing.

**Please read the guidelines and application instructions thoroughly before submitting the application.**

### Grant Decisions and Award Dates

- The grant application deadline is 11:59pm on March 1, 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 July 2018.

### Grant Conditions

**Awarded applicants are required to:**

1. Sign a Terms of Grant Agreement which clarifies legal parameters for use of the grant.
2. Submit an online report by **January 31, 2019** on the outcome of the funded project.

### Questions

Applicants should contact our administrative office at 319-243-1358 or [dthompson@cfneia.org](mailto:dthompson@cfneia.org) with specific questions on eligibility and the application process.

### Emmet County Community Foundation Governing Committee

Cathy Beaver	David Grussing
John Brickner	Jeanne Handeland
Barbara Christensen	Cheryl Houseman
Penny Clayton	Michael Karels
Colleen Enerson	Max Pelzer
James Fisher	