



# Scott Community Foundation

## 2009 Grant Guidelines

### OUR MISSION

The Scott Community Foundation is a nonprofit organization dedicated to preserving local wealth so the communities in and around Scott County will forever remain attractive places to live, work, and raise a family.

We accomplish our Mission by:

- Assisting individuals, businesses, and community organizations in achieving their own charitable goals;
- Creating opportunities for individual and collective charitable giving so that every resident, regardless of social or economic circumstance, can participate in the growth of their community;
- Attracting, building, and managing permanent endowment funds in a prudent and principled manner;
- Investing time and money into projects that address the current and future needs of area residents; and
- Increasing awareness and public engagement on important issues and projects.

### ELIGIBILITY CRITERIA

- Grants funds must be for charitable or philanthropic purposes that agree with the Foundation's mission
- Recipients must be a 501(c)(3) organization or a governmental agency
- Projects must be located within Scott County or the surrounding area, or must primarily benefit Scott County
- A maximum of \$10,000 will be awarded per project
- Capital campaigns, endowment programs, and political projects are not eligible for funding
- Grant funds may not be used to eliminate operating deficits or to retire debt
- Organizations that practice discrimination on the basis of race, color, creed, sex, age, or national origin are not eligible for funding

### REVIEW PROCESS

- **Deadline for submitting applications for the 2009 grant cycle is September 1, 2009.**
- Projects will be evaluated based on the following criteria:
  - ▶ The most good achieved for the greatest number of people
  - ▶ Long range, lasting effects versus immediate/temporary needs
  - ▶ Addressing a clear, identifiable need
  - ▶ Creativity
  - ▶ Operational strength of the applicant organization, including project leadership and assurance for project completion
  - ▶ Ranking when compared to other applications received during funding cycle
- Awards will be announced October 1, 2009.



# Scott Community Foundation

## 2009 Grant Application

### GENERAL INFORMATION

Applicant \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Contact Person \_\_\_\_\_ Phone \_\_\_\_\_ E-mail \_\_\_\_\_  
Project Title \_\_\_\_\_  
Field of Interest (Check One)  
 Cultural Arts       Education       Health Care  
 Historical       Recreation       Other \_\_\_\_\_

### REQUEST FOR FUNDS

Using no more than two, 8½ X 11 single-sided sheets of paper, please tell us about your proposal. Be sure to include the following, and label the information by letter in your narrative:

- a. The mission or purpose of your organization or group
- b. A definition of the need, including how the need has been determined
- c. The targeted population
- d. A description of the project
- e. Your expected results
- f. Your timetable and process for achieving results
- g. Other funding sources
- h. How you will evaluate the success of your proposal

Attach a complete project budget and a list of board members or principals (not part of the 2-page limit).

Attach a copy of your IRS 501(c)(3) determination letter

### FINANCIAL INFORMATION

Time period of your project: From \_\_\_\_\_ to \_\_\_\_\_

Date when funds will be needed (grants are awarded in October) \_\_\_\_\_

Total project cost \$ \_\_\_\_\_ SCF grant requested \$ \_\_\_\_\_

Total grant requests frequently exceed the amount of available funding. Are you willing to accept a grant less than your requested amount?    Yes    No

If yes, is there a minimum grant amount acceptable for the project to proceed? \$ \_\_\_\_\_

### SUBMIT

Submit the completed application with attachments before September 1, 2009 to:

Scott Community Foundation  
Scott County Courthouse  
303 Court Street, Third Floor  
Scott City, KS 67871

Questions? Call the Scott Community Foundation at 620-872-3790, or email us at [ryan@scottCF.org](mailto:ryan@scottCF.org)