



## 2017 GRANT GUIDELINES

### What is the Buchanan County Community Foundation?

The Buchanan County Community Foundation (BCCF), an affiliate of the Community Foundation of Northeast Iowa (CFNEIA), is a 501(c)(3) non-profit organization created by and for the people of Buchanan County. Our Mission is to enhance the quality of life for the people of Buchanan County by helping donors to carry out their charitable intent and by providing responsible stewardship of gifts for community purposes.

### What We Support

The Buchanan County Community Foundation provides grants to improve life in Buchanan County. Areas of funding include:

ART AND CULTURE  
COMMUNITY BETTERMENT  
EDUCATION  
ENVIRONMENT

HEALTH  
HISTORIC PRESERVATION  
HUMAN SERVICE

### Applicant Workshop 2017

Applicants are invited to attend a workshop to further explain the grant process and guidelines. This year we have scheduled one session at the Independence Public Library Community Room on Wednesday, February 1 from 12:00-1:00 p.m. Please contact Mark McGarvey ([mcgarvey104@gmail.com](mailto:mcgarvey104@gmail.com)) or 319-404-7244 to RSVP or for more information about the workshop.

### Eligibility to Apply for Funding

- Applying organizations must be tax-exempt, non-profit entities classified by the IRS as 501(c)(3) organizations or government entities. If you have questions about eligibility, please contact our administrative office at 319-287-9106. If an organization is NOT classified by the IRS as a 501(c)(3) charitable organization, or equivalent, they must partner with an eligible Legal Applicant/Fiscal Sponsor, who must submit the application. ***\*Fiscal Sponsors are legally and financially responsible for funds that are approved and granted from BCCF.***

- Grant requests should not exceed \$10,000.
- One application per organization (exceptions may be made for government or Fiscal Sponsor organizations).
- There are no set of criteria that, if met, will guarantee funding.
- If the organization has received past funding from the Buchanan County Community Foundation, all grant reporting must be up to date and in good standing, or they will be considered ineligible to apply.
- Please note that BCCF may approve all or a portion of the requested amount. Many factors weigh into the approval process – demonstration of need, leverage of other funds or community support, amount of cash or in-kind match, community impact, proposed evaluation of results, and strength of organization.

### Funding Priorities

- High priority is given to volunteer projects and/or those that have matching funds from other sources
- Project description and community impact will be given significant consideration
- Organizations with offices outside of our county should show how the project will benefit county residents
- The BCCF supports specific projects that enhance the work of nonprofit groups, but does not provide general ongoing operational support
- Low priority will be given to projects that cannot show sustainability without additional long-term financial support from the BCCF

**CONSIDER APPLYING! We look for new ways to have a positive impact on Buchanan County through innovative and high-impact grants.**

### Applying for a Grant

Applicants interested in seeking grants from the Buchanan County Community Foundation are required to submit a completed grant application via the Foundation's online grant application system available on the Community Foundation's website: <http://www.buchanancf.org/>.

### How to submit:

All application materials must be submitted through the online application system. A step-by-step guide and a video tutorial are available on the website to help applicants in the process.

***Application must be submitted by Midnight April 1, 2017***

### When are grants awarded?

Charitable grants from the Buchanan County Community Foundation will be approved in June 2017. All applicants will be notified of the results of the grant process in late June. Grant awards will be presented at a ceremony in July. Awarded applicants are required to:

1. Sign a Terms of Grant Agreement which clarifies legal parameters for use of the grant.
2. Submit a short online report on the outcome of the funded project; report will be due January 31, 2018.

If you have questions contact:

Mark McGarvey at [mccgarvey104@gmail.com](mailto:mccgarvey104@gmail.com) or 319-404-7244

Or Dotti Thompson at the CFNEIA **administrative office** at (319) 243-1358 or [dthompson@cfneia.org](mailto:dthompson@cfneia.org)

2017 Buchanan County Community Foundation Committee

Kim Adams, Jesup

Tricia Beatty, Independence

Heather Federspiel, Independence

Charles Gaumer, Independence

Dawn Kress, Winthrop

Corrine Love, Quasqueton

Mark McGarvey, Independence

Don Shonka, Independence

Karen Stephenson, Independence

Annie Vander Werff, Jesus