



2018 GRANT GUIDELINES

About the Howard County Community Foundation

The Howard County Community Foundation, an affiliate of the Community Foundation of Northeast Iowa, was formed by and for the people of Howard County with the intent to encourage endowment building for the long-term benefit of the County. The Community Foundation's main goals are to support Howard County and to attract additional funds to assist donors in creating lasting legacies through a variety of giving options within Howard County.

What We Support

The Howard County Community Foundation provides grants to improve life in Howard 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:

ARTS AND CULTURE
COMMUNITY BETTERMENT
EDUCATION
ENVIRONMENT

HEALTH
HISTORIC PRESERVATION
HUMAN SERVICE

Eligible applicants may include: churches (for community services/activities), economic development organizations (for marketing & education), schools, and civic organizations (for charitable projects).

Applying for a Grant

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

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

Grant Selection Process

Committee members of the Howard County Community Foundation review and evaluate submitted applications before making final funding recommendations.

Applications must be submitted by 11:59 pm on January 31, 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

- Applicants must be 501(c) (3) organizations, or other tax-exempt organizations as determined by the IRS, or government entities. If an organization is NOT classified as a 501(c)(3) charitable organization, or equivalent, they must partner with an eligible Legal Applicant/Fiscal Sponsor, who must submit the application. If you have questions about eligibility or your classification, contact our administrative office at 319-243-1358. **Fiscal Sponsors are legally and financially responsible for funds that are granted by the HCCF.**
- One application per organization (exceptions may be made for government entities or Fiscal Sponsor organizations).
- **Minimum grant request is \$250**
- There are no set of criteria that, if met, will guarantee funding.
- If the organization has received past funding from the HCCF, all grant reporting must be up to date and in good standing or they will be considered ineligible to apply for new funding.

Ineligible Applicants Include:

- **Individuals**
- **Businesses/For-Profit Companies**
- **Churches** for purpose of advancing one religion/evangelism
- **Economic Development** for activities directly benefiting businesses

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.

Grant Decisions and Award Dates

- The grant application deadline is 11:59pm on January 31, 2018.
- All applicants will be notified of the results of the grant process in mid-March 2018.
- Grant awards will be presented during a ceremony in April 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 **October 31, 2018** on the outcome of the funded project.

Questions

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

Howard County Community Foundation Committee Members:

Chris Back	Shirley Ferguson	Carla Moser
Jeff Burnikel	Elaine Govern	Kip Powers
Brooke Cray	Wayne Kerian	Brad Shatek
Dawn Fairbanks	Mark Meirick	Dave Sovereign