



## 2017 GRANT GUIDELINES

### Bremer County Community Foundation

The Bremer County Community Foundation, an affiliate of the Community Foundation of Northeast Iowa, is created by and for the people of Bremer County. The Community Foundation's main goals are to support Bremer County and to attract additional funds to assist donors in creating lasting legacies through a variety of giving options within Bremer County. There are many component funds within the Bremer County Community Foundation, with a variety of charitable purposes. Find out more at [www.bremerccf.org](http://www.bremerccf.org).

### Readlyn Community Fund and Waverly Community Fund

The Waverly Community Fund and the Readlyn Community Fund have been affiliated with the Bremer County Community Foundation for a number of years. Beginning in 2012, the Readlyn Community Fund, the Waverly Community Fund, and the Bremer County Community Foundation combined their grant allocation processes in an effort to simplify the requirements for Waverly & Readlyn area organizations applying to both their local community Fund and the county Foundation. Find more information about the Readlyn Community Fund at [www.readlyncf.org](http://www.readlyncf.org) and the Waverly Community Fund at [www.waverlycf.org](http://www.waverlycf.org).

### What We Support

The Bremer County Community Foundation (BCCF), the Readlyn Community Fund (RCF), and the Waverly Community Fund (WCF) provide grants to improve life throughout Bremer County, Iowa, as well as in Readlyn and Waverly specifically. We want to help develop all our communities into places where people want to live, as well as to benefit rural areas of the county. Areas of Foundation giving are:

ART AND CULTURE	HEALTH
COMMUNITY BETTERMENT	HISTORIC PRESERVATION
EDUCATION	HUMAN SERVICE
ENVIRONMENT	

### Eligibility to Apply for Funding

- Applicants must be tax-exempt, non-profit entities classified by the IRS as 501(c)(3) organizations or government entities. Other agencies may apply through a Fiscal Sponsor. If you have questions about eligibility, classification status or fiscal sponsorship, please contact our administrative office at 319-287-9106. **NOTE: Fiscal Sponsors are legally and financially responsible for funds that are approved and granted from BCCF/RCF/WCF.**
- One application per organization. Organizations serving Readlyn and/or Waverly residents are eligible to apply to both BCCF and to RCF/WCF. **Exception for government entities and fiscal sponsors. Schools may only submit one application per school district.**
- Grant Request *minimum* is \$500. *Maximum* for BCCF requests is \$10,000. *Maximum* for RCF and WCF requests is \$5,000. (If applying for either RCF & BCCF or WCF & BCCF, maximum total request is \$15,000)
- If the organization has received past funding from the BCCF, RCF or WCF, all grant reporting must be up to date and in good standing, or it will be considered ineligible to apply.
- **CONSIDER APPLYING!** We look for new ways to have a positive impact in Bremer County through innovative and high-impact grants. There are no set of criteria that, if met, will guarantee funding.

## Applying for a Grant

Applicants interested in seeking grants from the Bremer County Community Foundation, Readlyn Community Fund or Waverly Community Fund must submit a completed grant application via the Foundation's online grant application system. The Grant Application is only available online [www.bremerccf.org](http://www.bremerccf.org) – click on Grants on the left-hand menu.

### **Awarded applicants are required to:**

1. Sign a Terms of Grant Agreement clarifying legal parameters for use of the grant.
2. Submit a short online report by **December 31, 2017** on the outcome of the funded project.

### How to submit:

All applications 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.

***Incomplete or hard copy applications will not be considered.***

### **Required Submissions (these documents will need to be uploaded/attached to the online application form):**

- Project budget
- **If applying to RCF:** Also include current Operating Budget (a summary is acceptable) and list of Board of Directors
- **If applying to WCF:** Also include current Operating Budget (a summary is acceptable)

**Applications must be submitted online by 11:59 pm (CST) March 31, 2017.**

### When are grants awarded?

Grants will be approved in June 2017. All applicants will be notified of the results of the grant process in June. Grants will be presented at an award ceremony in June or July, and all recipients are **strongly** encouraged to attend.

### If you have questions, contact:

BCCF: Chair, Mark Anderson at (319) 415-1923

RCF: Chair, Darren O'Donnell at (319) 269-5740

WCF: Chair, Paula Stevenson at (319) 404-0682

ALL: **Our administrative office** at (319) 287-9106, x 18 or [dthompson@cfneia.org](mailto:dthompson@cfneia.org)

