



2018 GRANT GUIDELINES

About the Elma Area Community Foundation

The Elma Area Community Fund is an affiliate of the Community Foundation of Northeast Iowa, created by and for the people of Elma for the purpose of generating both endowed and unrestricted funds to support charitable capital projects, activities, services, programs, and organizations that will improve the quality of life for the residents of Elma, Iowa.

What We Support

The Elma Area Community Foundation will provide grants to improve life in Elma, Iowa. We want to help develop a community where people want to live, work, play and stay. Areas of EACF giving are:

ART AND CULTURE

COMMUNITY BETTERMENT

EDUCATION

ENVIRONMENT

HEALTH

HISTORIC PRESERVATION

HUMAN SERVICE

Grant Selection Process

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

Applying for a Grant

Applicants interested in seeking grants from the Elma Area 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.elmaccf.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 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 for Grants

- Applying organizations must be tax-exempt, non-profit 501(c)(3) organizations or government entities. If an organization is 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 the EACF.***
- If the organization has received past funding from the EACF, all grant reporting must be up to date and in good standing.
- Applying organizations must be located or operate in Elma, Iowa.
- There are no set of criteria that, if met, will guarantee funding.
- Only one grant application per year will be accepted from any group or organization.
- **Minimum request amount is \$250.** Most grant amounts range from \$250 up to \$1,500.

Ineligible Applicants Include:

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

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:

- Sign a Terms of Grant agreement which clarifies legal parameters for use of the grant.
- Submit a Grant 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.

EACF Governing Committee:

Diane Gardner	Pauline Shatek
Erin Ludwig	Sheila Wemark
Garry McGee	Mike Zeimetz
Karen Meirick	Larry McGee, Ex-Officio