

Introduction

The Wayne Community Foundation (WCF) was established in 1999, to create a permanent tax-exempt entity to receive and distribute funds for the benefit of the Wayne County Community. The Foundation receives, invests, and disburses funds for any charitable purpose that proves beneficial to the citizens of Wayne County. Volunteers serving on the Board of Directors from all areas of the county administer the Foundation. Individuals, families, businesses, community organizations, and others may contribute to the Foundation. The Foundation is an organization designed to assist and benefit the citizens of Wayne County. We are affiliated with South Central Iowa Community Foundation and are working hard to improve Wayne County.

Wayne Community Foundation is pleased to receive funds from County Endowment Funds to award to non-profit organizations within Wayne County.

The following guidelines are intended to help WCF, as well as the applicants. Grant Award applications must be submitted and received by 3:00pm on the first Friday in May. Requests for funds received after these deadlines will not be considered by WCF.

Who May Apply

The Grant Award Program is open to organizations holding a proper IRS Section 501(c)(3) designation or equivalent tax-exempt status.

- 501(c)(3) tax-exempt status is not to be confused with your Federal ID number or state sales tax exemption number.
- Individual schools, churches, and volunteer fire departments may not have a separate tax-exempt certificate. They are either exempt by law or fall under blanket exemption because of their ties to a municipality.
- Only one application per 501(c)(3) or equivalent tax-exempt status will be accepted, unless Applicant falls under the exemption of a municipality or taxing entity, and carries a separate identifiable budget.

Limitations

Wayne Community Foundation *will not* fund the following:

1. Travel or seminars.
2. Recurring expenses, except “start up costs.”
3. Political causes, candidates, and lobbying efforts.
4. Individuals, including scholarships and personal benefits.
5. Debt incurred or purchases made *prior* to grant award notification.
6. Funding for general operations, salaries, maintenance costs, alleviation of deficit budgets or to satisfy debt-financing costs.
7. Request for ticket/table (i.e. raffle items) purchases or advertising for benefits.
8. Use for the personal benefit of an organization’s members.
9. To replace an organization’s long-term existing source of funding.
10. Maintenance of existing, occupied, governmental buildings.
11. Support discriminatory activities.
12. Support private profit-making businesses.
13. Support private non-operating foundations.
14. Proposals to salvage programs.
15. Being the primary source of operating budget support.

Grant Application Format

Please provide the following information in this order. Use these headings, subheadings, and numbers provided in your own word processing format, thus leaving flexibility for length of response.

Narrative

1. Summary

- Briefly explain why your agency is requesting this grant, what outcomes you hope to achieve, and how you will spend the funds if a grant is made.

2. Purpose of Grant

- Statement of needs/problems to be addressed; description of target population and how they will benefit.
- Description of project goals, measurable objective, action plans, and statements as to whether this is a new or ongoing part of the sponsoring organization.
- Timetable for implementation.
- List of other partners in the project and their roles.
- Long-term strategies for funding this project at end of grant period.

3. Evaluation

- Plans for evaluation, including how success will be defined and measured.

4. Budget Narrative

- Grant budget; use the Grant Budget Format that follows, if appropriate.
- List of amounts requested from other sources to which this proposal has been submitted.
- List of priority items in the proposed grant budget, in the event that we are unable to meet your full request.

5. Organization Information

- Brief summary of organization's history.
- Brief statement of organization's mission and goals
- Description of current programs, activities and accomplishments.