

Community Needs Grant Application Requirements:

- Type of Organization
- EIN # and year of issue (Only for organizations with current 501(c)(3) nonprofit status)
- Listing of grants received by the CFCC within the last 5 years
- Organization's mission, goals, programs, and major accomplishments and describe the population served.
- Detailed information of proposed project
- The total costs of the proposed project along with a detailed **line item** budget of your request. (ex: List of items: 2 Chromebooks= \$250, 2 Flash drives= \$20, etc)

For grant requests of \$1000 or more, the following attachments will be required:

- Complete list of the organization's officers and board members with titles and contact information.
- Organization's current annual operating budget; showing income and expenses.
- If you have never submitted a grant application, upload a copy of your IRS 501(c)(3) tax exempt designation letter;

or

For Government Agencies, Public Schools or Churches:

- Upload a cover letter from leadership of the organization stating your charitable purposes as defined in section 170(b)(1)(A) of the Internal Revenue Code.
- For 501(c)(3) organizations: a copy of most recent IRS Form 990 tax return
- Financial report for most recently completed fiscal year showing income and expenses; preferably audited.

Frequently Asked Questions:

- 1. When are grant applications accepted by the Foundation?**
 - Community Foundation of Chippewa County grant applications are accepted once a year from August to October. Nonprofits are welcome to contact the Foundation staff throughout the year to discuss existing or possible grant programs. However, awards will be made annually.
- 2. When does the 2020-2021 grant cycle open?**
 - August 26, 2020
- 3. What is the 2020-2021 grant deadline?**
 - October 7, 2020 by 5:00pm
- 4. How do I apply?**
 - The 2020-2021 Community Needs grant application is available from August 26th- October 7th and is to be filled out and submitted online. Organizations without the ability to submit an online application should discuss alternatives with the Foundation staff prior to the application deadline.
- 5. What are the minimum browser requirements?**
 - You must have Internet Explorer 11 or higher to submit an online grant application.
- 6. Can I start an application and save to finish at a later date?**
 - While filling out the online grant form, information will automatically “save as you go”. It is highly suggested that you put all the required information in a separate document to copy and paste into the online grant form. This may prevent information from being lost.
- 7. How do I know that you have received my grant application?**
 - Once you have submitted the online grant form, you will receive an email confirmation from us along with a copy of the grant proposal you submitted. Please print this out and keep for your own records.
- 8. When will grant applications be reviewed?**
 - Applications will be reviewed in November by the Community Foundation’s Grants Committee. Then, the Board of Directors will act on the recommendations of the Grants Committee in determining grant recipients in December.
- 9. When will I receive notification about my grant proposal?**
 - All grant applicants will receive written notification in January.
- 10. What kind of projects do you fund?**
 - We award grants to 501(c)(3) nonprofit organizations or public charities that qualify as defined in section 170(b)(1)(A) of the Internal Revenue Code- spanning the fields of arts and culture, community development, education, environment & animal welfare, and health & human services that benefit the communities of Chippewa County.

11. What size grants does the Foundation award?

- Grants range from \$200 to \$6,000

12. Do you award grants to the geographic location where your donations come from?

- It is our general belief that the needs of our community do not end or begin at a county or city line and that the needs of our neighbors are our own. Qualifying nonprofit organizations within Chippewa County may be eligible to receive grant funding from the Community Foundation. Some Field of Interest grants are awarded to specific geographic areas.

13. If a nonprofit has an endowment fund with the foundation, will it affect our chances of receiving a grant?

- No. Having an endowment fund with the Community Foundation has no bearing when it comes to receiving a grant. If you have an endowment fund with us but your organization needs grant funding for a specific project, please apply if you wish. You will be on even footing with all our other applicants

14. My organization is not classified as a 501(c)(3) nonprofit organization, do we qualify?

- As long as your organization is a public charity as defined in section 170(b)(A) of the Internal Revenue Code, you may apply for funding to be used for charitable purposes.

15. What if I don't know the Federal Employed ID # (EIN)?

- Some charitable organizations that are not classified as a 501(c)(3) may not have an EIN #. Please put N/A in the answer field and include an explanation from your organization leader.

16. If my organization has applied for a grant through the Community Foundation in the past and we are requesting funds more than \$1000, do I need to submit a copy of our IRS 501(c)(3) tax exempt designation letter?

- Unless there has been a change, or your organization has never applied for a grant through the Community Foundation, you do not need to submit the tax-exempt designation letter every year.

17. What do you use the progress report information for? Is it required?

- Yes. Filling out the progress report is a requirement of receiving grant funding from the Foundation. This information is used to report to the county and fund holders of the great work you are doing in Chippewa County through your awarded grant funding.

18. Our grant request was denied last year, why?

- We regretfully have to decline many commendable applications. The decision does not reflect on the significance of your work or your organization's contributions to our community. It merely speaks to the overwhelming needs of Chippewa County and to our desire to respond to them in an equitable and effective manner. When making funding decisions, the Board must carefully consider how each project meets the Foundation's priorities and assess the potential community impact of each initiative.

19. Who do I contact with additional questions?

- Contact the Community Foundation of Chippewa County at 715-723-8125 or grants@yourlegacyforever.org