



## GRANT GUIDELINES

February 2, 2023

There are two sides to philanthropy: generous donors who care about their community and the organizations and people they are trying to help. Can we help your organization?

The CIRCLLe Fund, a fund within the Rush County Community Foundation, has been created as a place where women can combine their resources to influence and impact Rush County life. Our competitive grants are investments in the community that enable charitable and non-profit organizations to provide effective programs or projects that respond to the needs of people in Rush County.

**Grant Priorities:** The CIRCLLe is interested in innovative programs or projects that are responsive to community needs, partnerships, and collaborative efforts. Preference may be given to projects serving women and/or children.

**Eligibility:** Organizations must be located in or provide service to residents within Rush County, Indiana. Generally grants will be awarded to tax-exempt organizations classified as 501(c)(3) charities.

**Restrictions:** Grants will not be made for operating expenses, annual fundraising drives, salaries, travel expenses, existing obligations, debt reduction, building campaigns, services which are primarily supported by tax dollars or are the responsibility of a public agency, advocacy or political purposes, religious or sectarian purposes, loans or endowments.

**Grant Application Deadline:** March 15, 2023, see application for details.

**Please** fill out the application completely. Incomplete applications may result in your grant application being declined.

**Grant Amount:** Our intent is to award one grant for a minimum of \$10,000 up to \$12,000 in order to have the greatest impact on our community.

**Timeline:** Finalists will be notified by March 24 with further details. Prior to April 16, you will need to provide 30 copies of a one page summary of your project to the RCCF office. Finalists will give presentations at the annual CIRCLLe event on April 16. This 10 minute presentation may include a PowerPoint presentation. All CIRCLLe members will vote and awards will be announced later that day.

**Questions:** Questions concerning your grant application should be directed to the staff at Rush County Community Foundation 765-938-1177.



# The CIRCLE

## Grant Application

*This cover page and the information requested below comprise the complete original grant application.*

Name of Organization: \_\_\_\_\_

Program Overview-1 Sentence: \_\_\_\_\_

Amount Requested: \_\_\_\_\_ Total Program Budget: \_\_\_\_\_

Executive Director/Leader/President: \_\_\_\_\_

Organization Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Signature: \_\_\_\_\_

Contact Person if different from above: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Please include the following attachments with grant application (required).

- ↑ 1. Program description including:
  - ↑ a) Goals
  - ↑ b) Target Population and impact in the community
  - ↑ c) Sustainability of organization
  - ↑ d) Program partnership if applicable
  - ↑ e) Any outside funding received and/or applied for and plans if funding not received
- ↑ 2. Program budget including at least two estimates if applicable
- ↑ 3. Board of Directors and Officers
- ↑ 4. Letter of agreement from partner organization if applicable
- ↑ 5. IRS documentation of 501 (c)(3) if applicable
- ↑ 6. Organization's most recent balance sheet
- ↑ 7. Organization's most recent income and expense statement

**Deadline to submit application is March 15, 2023 at 4 PM at the RCCF office. Please include the original application along with FOUR copies of the complete application. You may be contacted for an interview.**

The Rush County Community Foundation does not discriminate in matters of age, race, religion, sex or native origin and expects that grant applications observe like standards.