PELLA COMMUNITY FOUNDATION
BOARD DIRECTED GRANT APPLICATION INSTRUCTIONS

PURPOSE FOR GRANT MAKING

The Foundation makes grants up to $5,000 to support creative and innovative programs, current or emerging charitable opportunities, services not presently offered and occasional capital projects – all of which should enhance the quality of life in the community.

- Especially interesting are projects proposed by coalitions of service providers, by those likely to gain support from matching fund arrangements.
- Special attention will be given to projects that apply to a broad segments of the population.
- Projects funded should not represent significant duplication of initiatives already undertaken by other nonprofit agencies.
- Low priority will be given to programs or projects of churches which have a narrowly sectarian purpose. However, programs will be considered if they have an ecumenical base or are designed to serve persons in need of food, clothing, shelter or counseling without regard to their religious affiliation.
- Requests will be denied for support of annual operating budgets, elimination of deficits, reduction of debt or funding of completed projects.
- **Grants will range up to $5,000.**

GRANT SELECTION CRITERIA

Proposals will be judged on the basis of such things as:

- Meeting basic community needs/priority of project.
- Creativity and innovation.
- Collaboration with other groups/organizations.
- Population reach.
- Organization's ability to complete projects within the time-frame given.

ELIGIBILITY TO APPLY

To be eligible to apply, you must demonstrate all of these characteristics:

- A nonprofit, legally tax-exempt organization.
- Located in and/or serving primarily clients in the immediate Pella area.
- Serving a charitable purpose by enhancing the quality of life of Pella in such areas as health, education, culture, religion, recreation and the enhancement and preservation of the city's unique heritage..

IF YOU ARE ELIGIBLE AND WISH TO APPLY

- Complete the on-line application on the Foundation website. Only on-line application forms are accepted.
- **TIP:** It is easier to use your word processing software to compose and edit the application field contents,when complete copy and paste each field into the on-line form.
- Provide evidence of your tax-exempt status. It is usually done through a copy of the most recent determination letter from the IRS recognizing your tax-exempt status under Section 501 (c)(3) of the Internal Revenue Code.

APPLICATION DEADLINE – October 15