

PRIORITIES

The Foundation has a strong commitment toward programs benefiting health, art, culture, community, education, economic development, and human services. Grants are awarded based upon the needs of our service area.



EXECUTIVE BOARD

Patrick Sullivan
President

Kevin Dasher
Vice President

Kevin Dasher
Treasurer/Secretary

Karla Rupiper
Past President

Tom Ackley
Member-at-Large

Julie Bear
Member-at-Large

Mary Gawecki
Member-at-Large

Rick Iske
Member-at-Large

BOARD MEMBERS

Janet Barna
Brenda Carlson
Jomathan Davidson
Jan Davis
Valerie Downs
Brad Eckhoff
Kara Habrock
Mary Beth Harrold

Jim Langley
Lee Polikov
Matt Pospisil
Barb Slattery
Ken Summerfield
Jim Thompson
Kathy Wendlandt

STAFF

Tonee Gay
Executive Director

Diane Knicky
Director of Operations & PR



The mission of Midlands Community Foundation is to benefit the diverse needs of the Sarpy and Cass county communities by providing financial support, involvement and service.



Midlands Community
FOUNDATION

217 North Jefferson Street
Papillion, NE 68046
402-991-8027

info@midlandscommunity.org

MidlandsCommunity.org



Midlands Community
FOUNDATION

Investing in the Power of Community



GRANT PROGRAM
Eligibility Guidelines



This brochure provides grant writers a general description of MCF's grant program and answers frequently asked questions concerning the grant process. It also explains policies, priorities, deadlines and other facts to assist applicants with grant requests.

Applicants are encouraged to read the following information before preparing a grant application.

Deadlines for Application February 1 | August 1



ELIGIBILITY GUIDELINES

Organizations seeking MCF funding must meet the following criteria:

- ◆ The organization must provide services in the Foundation's geographic area, specifically Sarpy and Cass counties, to be considered for support.
- ◆ The organization must qualify as a non-profit federally tax exempt organization under the regulations of the United States Internal Revenue Service.
- ◆ As a general rule, the Foundation does not support grant requests for:
 - General operating expenses, debt reduction or general or administrative overhead expenses.
 - Direct aid to individuals/families.
 - Projects of religion-based organizations (unless the project is secular and does not give priority or preferential treatment to the religious organization or its members).
 - Political organizations or projects.
 - Dinners, tickets, conferences.
 - Tax supported activities identified by the Foundation as being the responsibility of federal, state and local governments.
 - Organizations with an "active" grant may not apply. An "active" grant is a grant that has been awarded but not expended. This grant will not be considered "closed" until a final report has been received on the project or organization for which the grant was provided.

* Misuse of funds will result in a recall of the grant and ineligibility for future grant support.

* An organization is limited to one grant application per grant period.

APPLICATION PROCESS

1 Complete a Midlands Community Foundation Grant Application Form, available by request 402-991-8027 or by visiting our website MidlandsCommunity.org

- A grant application form must be completed if the requested amount is greater than \$1,000. Requests of less than \$1,000 are considered discretionary gifts. Visit MidlandsCommunity.org for information on discretionary gifts.
- All applications must be typed or printed from an electronic application (Microsoft Word or Acrobat PDF). No handwritten grant applications will be considered.
- All questions on the application form should be answered. Supporting documents are required.
- **It is important that an organization requesting funds include ten (10) copies of the completed application.**

2 Include Supporting Documents (one copy)

- ◆ Federal tax exemption letter.
- ◆ Financial statements (audited) for the most recent fiscal year.
- ◆ Operating budget for the current year, including principal source(s) of income.
- ◆ Copy of organization's by-laws.
- ◆ If applicable, school-based grant requests must submit a written confirmation letter that the proposed program has been reviewed and accepted by the selected school district(s).
- ◆ Application and supporting documents saved on a compact disc/flash drive.

3 Mail or hand deliver application

No faxes or emails will be accepted.

All materials must be delivered no later than 5:00 p.m. to:

► **Midlands Community Foundation**
217 North Jefferson Street
Papillion, NE 68046

Application review is approximately 60 days.

Grants are awarded two times annually:

◆ April for February deadline ◆ October for August deadline

The grant recipient will be:

- required to sign a grant agreement and provide a detailed report as to how the funds were expended.
- responsible for arranging appropriate publicity regarding the receipt of the grant.

CHECK LIST

- ✓ APPLICATION (10 COPIES)
- ✓ SUPPORTING DOCUMENTS (1 COPY)
- ✓ MAIL OR HAND DELIVER BY DEADLINE

