



Grant Guidelines and Process

Guidelines:

Organizations seeking Foundation funding must meet the following criteria:

1. The organization must provide services in the Foundation's geographic area, specifically Sarpy and/or Cass counties, to be considered for support.
2. The organization must qualify as a non-profit federally tax exempt organization under the regulations of the United States Internal Revenue Service.
3. 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.
 - ◆ Political organizations or projects.
 - ◆ Dinners, tickets, conferences.

Process:

1. Complete a **Midlands Community Foundation Grant Application Form**, available by request 402-991-8027 or by visiting our website www.midlandscommunity.org.
2. All applications must be typed or printed from an electronic application. No handwritten grant requests will be considered.
3. Applications must be mailed or hand delivered. No faxes or emails will be accepted.
4. The grant recipient will be: 1) required to sign a grant agreement and provide a detailed report as to how the funds were expended; 2) responsible for arranging appropriate publicity regarding the receipt of the grant.
5. Misuse of funds will result in a recall of the grant and ineligibility for future grant support.
6. An organization is limited to one grant application.



Supporting Documents

It is important that organizations requesting funds include the following:

1. Federal tax exemption letter.
2. Financial statements (audited) for the most recent fiscal year.
3. Operating budget for the current year, including principal source(s) of income.
4. Copy of the organization's by-laws.
5. 10 copies of the complete application along with the application save on a compact disc/flash drive.

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