

AKRON COMMUNITY FOUNDATION

An Affiliate of the Siouxland Community Foundation

GRANT PROGRAM

Application Deadline: February 1

Final Determinations: Mid-March

Background

Florence Peterson had a vision to ensure that charitable programs in the community were supported now and in the future. In 2001, she planted the first seeds of giving through a gift from her estate to establish an endowment within the Siouxland Community Foundation for the exclusive benefit of the Akron, Iowa community. The Akron Community Foundation now serves as a vehicle to receive gifts from individuals, families, businesses, and organizations to establish endowment funds that will provide grant awards for years to come. All gifts received are carefully invested and the income from endowments is used to make grants to public charities that best meet the needs in Akron. A seven-member advisory board appointed by position is responsible for governing the Foundation.

Mission

The mission of the Akron Community Foundation is to identify and fulfill community needs, impact future growth and development of Akron, promote volunteerism, attract and distribute funds, and enhance the quality of life in Akron by providing leadership, creating opportunities, and challenging the community to share time, talent, and resources through personal involvement and commitment.

Purpose

The purpose of the Akron Community Foundation's grant program is to respond to present and emerging charitable needs within Akron by making grants in the following areas:

- Arts & Culture: Provide or increase access to theatre, music, arts, dance, museums, historical events.
- Civic: Community betterment/beautification, city government, emergency services, citizen participation, parks and recreation.
- Education: Early childhood development/daycare, primary, secondary, and continuing education; libraries.
- Environment: Pollution control, natural resource conservation, botanic/horticultural activities.
- Health: Promotion and maintenance of physical, dental and mental health; rehabilitative services, crisis intervention.
- Human Services: Housing/shelter, public safety, services for the elderly, youth, families, handicapped, economically disadvantaged, minorities or other special groups.

Grant Application Guidelines

Eligibility - Grants will be made for charitable purposes to nonprofit organizations and governmental agencies that:

- Serve the 51001 zip code area.
- Are tax exempt under section 501(c)(3) of the Internal Revenue Code.

Evaluation Criteria - Priority consideration will be given to projects that:

- Enhance the quality of life in Akron.
- Address present and emerging needs.
- Leverage other funds and/or community resources.
- Result in the greatest good for the greatest number of people.
- Are developed in collaboration with other organizations.
- Encourage volunteerism.

Lower priority consideration will be given to requests for:

- Endowment

Generally, requests for the following will **not** be given consideration:

- Annual fund drives
- Budget deficit
- Individuals
- Political activities
- Religious programs
- General operating expenses
- Travel expenses

- continued -

Grant Schedule

Application Due: **February 1**
Notification of Applicants: **Mid-March**

Application Process

- Questions should be directed to Mike Hohenstein, Advisory Board Chair, at (712) 568-1091 or the ACF administrative office at (712) 293-3303. Additional applications may be obtained by contacting the above or by visiting ACF 's web page at www.siouxlandcommunityfoundation.org/akron.aspx
- Applicants must submit -
 - **Two (2)** complete applications (with cover sheet, narrative proposal, and attachments); **plus five (5)** copies of the narrative proposal, each with a cover sheet to:

 ACF Administrative Office
 c/o 505 Fifth Street, Suite 412
 Sioux City, IA 51101
- **In order to be considered, applications must be received by the February 1 deadline.** *If the deadline falls on a weekend or holiday, the deadline is the first working day after February 1.*
- Each application will be given thorough consideration by the ACF Advisory Board.
- All applicants will receive a notification letter no later than mid-March.
- Grant recipients will be required to sign a Grant Recipient Agreement as well as provide a final report detailing accomplishments and expenditure of the grant funds.

What is the ACF Administrative Office?

The ACF is an affiliate of the Siouxland Community Foundation which provides administrative and technical assistance to further the charitable efforts of all its affiliates, including the Akron Community Foundation. The Siouxland Community Foundation has been an active foundation since 1991 and is dedicated to promoting the spirit of philanthropy, enhancing quality of life, building and preserving endowments for community betterment, and creating collaborative efforts that demonstrate mutual respect, trust, and common concern for the welfare of the communities and counties we serve.

As administrators for the ACF, the Siouxland Community Foundation actively works with the Akron Advisory Board to carry out the vision originated by Florence Peterson.

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GRANT APPLICATION

PROPOSAL CONTENT:

◆ GRANT APPLICATION COVER SHEET

◆ NARRATIVE PROPOSAL (not to exceed six typed pages; incorporate the following outline & headings)

A. ORGANIZATION BACKGROUND

- ~ Mission and history of your organization.
- ~ Current programs and key achievements.

B. DEFINITION OF PROBLEM/STATEMENT OF NEED

- ~ Define and document the problem or need addressed by this program or project.

C. PROJECT & PURPOSE

- ~ Describe the project and what it will accomplish.
- ~ Describe the target population; who and how many will be served or affected.

D. PROGRAM OBJECTIVES

- ~ List the project's goals and specific measurable objectives.
- ~ Describe the methods to be used to attain objectives.

E. IMPLEMENTATION

- ~ State how the desired outcomes will be accomplished. By whom, where, when?
Include timetable.

F. VOLUNTEER COMPONENT

- ~ State the number of volunteers that will be involved in the project and describe their responsibilities.

G. COORDINATION

- ~ Who else is addressing the need? Has coordination been considered?
- ~ If services duplicated, will a new population be served? How is this project's approach different from already established efforts?

H. EVALUATION

- ~ Describe how the results will be evaluated and measured.
- ~ What tools and methods will be used to determine the degree of success?

I. BUDGET

- ~ Provide a detailed line item budget for this project, using the following format:
Expenses: Item • Quantity • Explanation • Cost
Revenue: Source • Amount (Indicate which sources are pending or committed)
Specifically identify which line items relate to the total grant amount requested from the Akron Community Foundation (ACF).

J. FUNDING

- ~ State the amount and source of pledges/commitments to date.
- ~ State other funding sources and amounts sought for the project.
- ~ Does the project require continued funding? If so, how will future funding be acquired?

K. RECOGNITION

- ~ Describe how your organization will recognize the Akron Community Foundation if grant awarded (i.e. plaque, press release, press conference, signage, etc.).

◆ **ATTACHMENTS** (Two complete sets of attachments are required.)

- Grant Application Cover Sheet (Must accompany each copy of the narrative proposal.)
- Current copy of IRS Determination Ruling Letter indicating that the applicant is tax-exempt under Section 501(c)(3) of the Internal Revenue Code.
Note: If the applicant is a subsidiary (i.e. committee) or unit of local government, attach a verification letter signed by a City official confirming the status of the applicant as a recognized unit of local government.

If your organization is not a 501(c)(3), attach a Fiscal Sponsorship Agreement form that has been completed and signed by the sponsoring 501(c)(3) nonprofit organization.
- Any attachments that will help clarify your organization's credibility or intent of the project (letters of support, newspaper articles, brochures, annual reports, etc.).
- Names and titles of organization leadership, including trustees, directors, board officers and key staff personnel.
- Organization's current operating budget, including a list of principle sources of income.
- Most recent year-end financial statement. (If available, one copy of audited statement.)

Applications must be received by the February 1 deadline.

If the deadline falls on a weekend or holiday, the deadline is the first working day after February 1.

PROPOSAL FORMAT:

- Please **do not use** report covers, folders, notebooks, tabbed dividers, or binding materials. Each copy of the submitted proposal should be **stapled** in the upper left corner of the page.

APPLICANTS MUST SUBMIT:

- Two** (2) complete applications to include cover sheet, narrative proposal, and attachments.
- Five** (5) copies of the narrative proposal, each with a cover sheet. (*Copies of letters of support, newspaper articles, brochures or annual reports may be included with each copy of the narrative.*)

Applications should be submitted to:

**ACF Administrative Office
c/o 505 Fifth Street, Suite 412
Sioux City, Iowa 51101**

*Questions regarding the application process may be directed to
the ACF Administrative Office at (712) 293-3303.*