

IDA COUNTY COMMUNITY BETTERMENT FOUNDATION

An Affiliate of the Siouxland Community Foundation

GRANT PROGRAM

Background

The Ida County Community Betterment Foundation (ICCBF) is a charitable foundation created by and for the people of Ida County to receive gifts from individuals, families, corporations, private foundations, and governmental agencies. These gifts are carefully invested and the income from the unrestricted endowment is used to make grants to public charities that best meet the needs in the county. The ICCBF Advisory Board is charged with carefully reviewing grant proposals and recommending grants to be awarded.

Mission

The mission of the ICCBF is to promote philanthropy, serve as a vehicle to carry out the charitable objectives of donors, build endowments, identify needs, and make grants for the benefit of the citizens and communities of Ida County.

Purpose

The purpose of the ICCBF's grant program is to respond to present and emerging needs within Ida County 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, protecting wildlife, 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, units of local government, and public education institutions that:

- Serve Ida County in Iowa.
- Are tax exempt under section 501(c)(3) of the Internal Revenue Code.

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

- Have potential for long-term impact.
- Have been planned in light of overall community needs.
- Do not duplicate existing services.
- Address a need affecting a broad segment of the county's population or special populations considered at risk.
- Encourage collaboration.
- Demonstrate sound financial planning and the ability to mobilize resources including financial support, in-kind support, and volunteers to sustain the project or program.

Lower priority consideration will be given to:

- One-time events

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

- General operating expenses
- Budget deficits
- Annual fund drives
- Individuals
- Political activities
- Endowment
- Capital Campaigns
- Religious activities
- Multi-year grants

Generally, grants will range in size from \$250 to \$10,000.

Seed grants to implement a new program will only be considered if there is a sound plan for sustainability.

Grant Schedule

Application Due: **March 1**
Notification of Applicants: **By April 30**

Application Process

- Questions should be directed to Mason Goodenow, Advisory Board Chair, at (712) 364-2980 or Debbie Hubbard, ICCBF administrative office contact, at (712) 293-3303. Additional applications may be obtained by contacting the above or by visiting the ICCBF's web page at www.siouxlandcommunityfoundation.org/ida.aspx

- Applicants must submit -
 - **Ten (10)** complete applications (with cover sheet, narrative proposal, and attachments) to:
Rita Frahm, ICCBF Advisory Board Member
c/o Heritage Bank
101 North Main, P.O. Box 100
Holstein, IA 51025

- or -

Clay Miller, ICCBF Advisory Board Member
c/o United Bank of Iowa
501 – 2nd Street, P.O. Box 111
Ida Grove, IA 51445

 - **One (1)** complete application (with cover sheet, narrative proposal, and attachments) to:
ICCBF Administrative Office
c/o 505 Fifth Street, Suite 412
Sioux City, IA 51101

- **In order to be considered, applications must be received by the March 1 deadline. *If the deadline falls on a weekend or holiday, the deadline is the first working day after March 1.***

- Each application will be given thorough consideration by the ICCBF Advisory Board.

- All applicants will receive a notification letter no later than April 30.

- 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 ICCBF Administrative Office?

The ICCBF 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 Ida County Community Betterment 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.

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GRANT APPLICATION

PROPOSAL CONTENT:

◆ GRANT APPLICATION COVER SHEET

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

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. 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?

G. EVALUATION

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

H. 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 Ida County Community Betterment Foundation.

I. FUNDING

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

J. RECOGNITION

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

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GRANT APPLICATION EVALUATION AND REVIEW

The following factors are considered in reviewing grant applications:

Project Evaluation

Priority consideration is given to projects and programs that:

- Have potential for long-term impact
- Have been planned in light of overall community needs
- Do not duplicate existing services
- Serve a broad segment of the population or those at-risk
- Encourage or were developed in collaboration
- Have other support already committed for the project (financial, including in-kind & volunteers)

Lower priority consideration will be given to:

- One-time events

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

- General operating expenses
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- Capital Campaigns
- Endowment
- Political activities
- Religious activities
- Individuals
- Multi-year grants

Application Evaluation

Submissions are reviewed to evaluate the completeness and quality of the application:

- Does the application clearly state the community need and details of the project or program?
- Were 10 copies submitted to the ICCBF & 1 copy to the Siouxland Community Foundation?
- Was a detailed line item budget provided for the project?
- Does the budget / project total cost in narrative portion of the application match the cover sheet?
- Was a copy provided of meeting minutes approving submission of the application?
- Were the names & titles of organization's leadership provided?
- Was a copy of the organization's current operating budget provided?
- Was a copy of the organization's most current year-end financial statement provided?
- Does the request match priority considerations (i.e. not for operating, budget deficit, etc.)