

CARROLL COUNTY FOUNDATION
GRANT MAKING POLICIES AND GUIDELINES FOR DISCRETIONARY FUNDS
(11/03098)

RELIGIOUS INSTITUTIONS

The Carroll County Foundation will consider a grant request from a religious congregation, a religious sponsored organization, or a non-affiliated religious organization if:

1. The purpose of the program for which the grant is primarily secular or civic in nature, AND
2. Any religious activity or instruction is incidental to the program for which the grant is requested or is paid for by other sources AND
3. The program for which the grant is requested will service participants without limitation to religion or creed.

PRIVATE SCHOOLS

The Carroll County Foundation will consider a grant request from a private school* under the following conditions:

1. The purpose of the grant is for educational activities that are clearly nonreligious in nature.
2. The institution is non-sectarian
3. The purchase of equipment will clearly serve as a catalyst for a new, innovative program AND the Foundation is not the sole funding source.
4. Funding for educational programs focuses on serving the disadvantaged or handicapped.

* Institutions of higher education are exempt from this policy.

COMPUTER AND EDUCATION

The Carroll County Foundation will not consider requests for multiple station computerization projects from public/private school systems or other educational institutions.

OPERATING EXPENSES

Grants are not usually made to support operation expenses of well established organizations and/or programs either through the grant process or in response to annual fund drives for sustaining support. On occasion, the Foundation may provide such support on a short term basis when it is critical to the survival of a key agency or program which has been placed in jeopardy by changes in funding patterns.

DEBT FINANCING

Grants are not made to subsidize previously accrued operational deficits nor debt incurred for capital items or repairs.

CARROLL COUNTY COMMUNITY CELEBRATIONS

The Carroll County Foundation will not fund annual community celebrations.

ANNUAL FUND DRIVES

The Carroll County Foundation does not contribute to annual fund drives

CONFERENCES/RECOGNITION DINNERS

The Carroll County Foundation does not fund conferences or recognition dinners.

ENDOWMENT FUNDS

The Carroll County Foundation does not generally support the endowment funds of other organizations. In the special case where an organization's endowment is a designated trust in The Carroll County Foundation, the Foundation may make a contribution through the organization's endowment drive.

ARTS

The Foundation will consider supporting artistic diversity and quality in the arts within the entire community. Grants will be made on a challenge grant or partial funding basis to ensure broad community support of the institution or program.

RECREATIONAL GUIDELINES

The Carroll County Foundation will consider a grant request for recreational purposes under the following conditions:

1. The recreational project should have evidence of significant neighborhood and community financial support before Foundation funding is solicited.
2. The maximum use of existing school or community facilities should be demonstrated before the Foundation will consider supporting additional facilities.
3. Proof of the capacity to provide on-going maintenance of a facility is a criterion of funding.

GRANT-MAKING CONTINGENCIES

All contingency grants shall be held for no longer than one calendar year before contingency must be met. After a period of one year, the grant money will be automatically rescinded.

CARROLL COUNTY FOUNDATION

P.O. Box 375
Carrollton, OH 44615
330-327-6500

Proposal Coversheet to accompany Grant Proposal

Attach this completed form to your proposal and return 12 complete copies (both coversheet and proposal) to the above address. Please use removable fasteners such as paper clips instead of staples to hold your proposals together. Do not place copies in binders. This will help facilitate the processing of your grant application. The submission of this form does not constitute a completed application. Please see attached Guidelines and Policies for Grant Seekers before completing this grant application.

Applications will be considered two times per calendar year
Submission Deadlines are April 1st and October 1st.

ORGANIZATION INFORMATION	
(Name of Organization)	
<input type="checkbox"/> 501(c)(3) <input type="checkbox"/> Government Agency <input type="checkbox"/> Public School <input type="checkbox"/> Private School <input type="checkbox"/> Other (specify)	
[Type of Organization (check one)]	
(Address)	
(Phone Number)	
(Contact Person)	

PROJECT INFORMATION	
Amount Requested: \$ _____	Project Time Period: From _____ To _____
Name of Program/Project: _____	
Brief Summary:	

(Over)

BOARD INFORMATION

Members of governing board: _____

Members of governing board who are paid staff: _____

Number of meetings held last fiscal year: _____

Average number of members attending each meeting: _____

FINANCIAL INFORMATION

Fiscal year for your organization (example July 1, 2005 to June 30, 2006): _____

Last fiscal year beginning and ending balance. Beginning: _____ Ending: _____

Total expenditures by your organization last fiscal year: _____

Total amount spent for fund raising for the last fiscal year: _____

Sources of income in the last fiscal year, noted by percentage:

Government	_____	Board Members	_____	Total	100%
United Way	_____	Individual Donors	_____		
Foundations	_____	Endowed Income	_____		
Corporate Donations	_____	Church Donations	_____		
Public Fund raisers	_____	Other	_____		

Signature of Chief Financial Officer _____

I certify that the above information is true to the best of my knowledge.

Name (please print): _____

Title: _____ Date: _____

Signature of Chief Executive Officer: _____