Thank you for requesting an application for Empowering Adair County Foundation’s grants program. Included in this packet is an overview of the grant process, including the budget guidelines and the eligible expenses, information about the program funding and the application form. If you have any questions, please contact Angie Engles or Deena Wells at Adair County Extension Office, 641-743-8412 (office hours are Monday – Friday, 8:30am – 4:30pm).

EMPOWERING ADAIR COUNTY FOUNDATION

The Foundation was formed in 2005 to coordinate and provide philanthropic support for community betterment projects in Adair County. It serves to enhance the quality of life for the seven incorporated communities and the unincorporated areas of Adair County. The Foundation is governed by a 9-member board representing all areas of the county. The board members are community minded individuals who have assessed community needs, can implement asset development, evaluate grant applications, encourage partnerships and initiate activities to enhance the county.

The Foundation is affiliated with the Community Foundation of Greater Des Moines. Being affiliated with a recognized foundation was a requirement of the Endow Iowa legislation. The CFGDM oversees the investment of endowment funds and provides numerous educational opportunities for all of their affiliated foundations.

The Foundation seeks to promote endowment building, community grant making, organizational collaboration, and public leadership for the benefit of Adair County. Donations to the Foundation are accepted at any time. For this information contact Foundation representatives (Angie Engles or Deena Wells) at 641-743-8412 or powella@iastate.edu or dwells@iastate.edu.

Grant amounts are dependent upon the allocation of funds available to the County Foundation each year.

PRIORITY AREAS OF FUNDING

It is the Foundation’s intent to make grant awards to worthwhile projects located in Adair County through a grants application process. EACF’s Strategic Plan emphasizes entrepreneurial development, community development and volunteer leadership and training. In conjunction with these, foundation grants will be considered in the following areas:

Tourism/Beautification
Projects may include but are not limited to marketing or promotion, an annual or special event, or a community improvement project. It is felt that by making this a priority these investments would attract more visitors to the county which would have an economic return for the community.

Public Services
Projects may include but are not limited to day cares, community centers, and public libraries. These facilities are important in attracting new residents and companies to a community which would be a good return for the Foundation’s investment. Other projects that could fall into this category include programming such as educational programs and workshops.
Economic Well-Being
This focuses on activities that would promote entrepreneurial development and support in the county and help maintain what is already in existence.

Recreation/Entertainment/Arts/Culture
Adair County has many recreational areas as well as entertainment venues. Newly held events focusing on art and entertainment have drawn much attention to the area and the community has seen the positive benefits of the publicity as well as the economic benefits of additional visitors to the area. Expanding on these successes will be a priority for the Foundation.

Priority areas will be reviewed on an annual basis. At anytime the 9-member committee may choose to support a project that they believe will spur development, create employment opportunities, or support entrepreneurial activity.

ELIGIBLE ORGANIZATIONS
Empowering Adair County Foundation makes grants to:
1. I.R.S. 501(c)(3) ‘tax exempt’ organizations
2. 170(b) ‘unit of government’ organizations
3. Organizations providing services within Adair County (operating and organized in compliance with applicable laws prohibiting discrimination)

FISCAL AGENT
If your organization provides services within Adair County and is not a 501(c)(3) or a 170(b) government entity, you must find a Fiscal Agent for your grant. This means that either a 501(c)(3) or a 170(b) government entity will be responsible for insuring that the organization receiving the award will spend the grant as stated in the application. A letter from the Fiscal Agent stating that they will act in such a capacity must be included with the application.

PROPOSAL STRENGTHS
The following are suggestions for making a successful grant proposal:
1. Your project should address significant community issues (how have you made use of community surveys, community visioning, or community data to address a need)
2. You should present innovative, creative and practical proposals which build on community strengths, increase entrepreneurial activity and assist with job creation.
3. Help to develop the leadership potential of the community.
4. How does your project involve the people served in the planning and implementation of the program?
5. Is there a plan for sustainability beyond the funding period?
6. Capital projects that impact a significant number of county residents.
7. Project completion is within 6 months. Exceptions can be granted with a request from the organization receiving the award.

INELIGIBLE PROJECTS
The Foundation will not fund general operating support; annual and capital campaigns; equipment unless it is essential for the program or project; budget deficits, endowments, individuals, recurring funds, religious purposes (this does not exclude grants to religious organizations for non-religious purposes).

AVAILABLE FUNDING
- Small Grant Program These grants will not exceed $1000.
- Large Grant Program These will be major projects that can request a maximum of $10,000. The 9-member committee may award larger amounts at their discretion.
APPLICATION DEADLINES

- Small Grant Program Applications are due January 15, March 15, and May 1
- Large Grant Program Applications will be due January 15 and November 15

EVALUATION CRITERIA:

1. The proposal must address the priority needs of the community and apply it to entrepreneurial development, community development, or volunteer leadership.
2. Benefit to residents of the county
3. Number of residents positively affected
4. Any job creation
5. Any support for entrepreneurial activity
6. Completeness of Application
7. Identification of needs and how funds will address needs
8. Collaborative relationships
9. Matching Funds

GRANT LIMITATION

An organization can submit only one grant application per grant cycle and be eligible for only one grant award per year. The Foundation’s current grant year is November 1 through the following October 31.

WHO REVIEWS THE GRANT APPLICATIONS?

The Foundation’s board of directors will serve as the Selection Committee and review all Grant Applications. The grant scoring matrix will be as follows.

- Completeness of Application: 15 points
- Benefit to Adair County residents: 20 points
- Support of entrepreneurial activity, community development, and leadership development: 20 points
- Identification of community needs: 20 points
- Addressing Community needs: 25 points

GRANT AWARDS AND PROJECT CREDIT TO EMPOWERING ADAIR COUNTY FOUNDATION

Grant decisions will be made by the Empowering Adair County Foundation board within 30 days of the submission deadline. These recommendations for funding will then be submitted to the Community Foundation of Greater Des Moines for disbursement of funds. Organizations will receive grant award notification by phone, email or mail.

Organizations receiving grants will be required to sign an award agreement. Organizations will also be expected to give credit to the Foundation and include the Foundation as a granting source for all publicity and acknowledgments.

When giving funding credit, please use the following phrase:
“*This project was funded in part by Empowering Adair County Foundation.*”

FINAL GRANT REPORTS

For Small Grants a final report must be completed and submitted to the Foundation 30 days following completion of the project. For the Large Grants a final report must be completed and submitted to the Foundation within 60 days following completion of the project. All receipts related to the project must be submitted with the final report.

It is expected that funded projects will be completed six months from receipt of the funds. If this timeline is not possible, please send a letter requesting an extension along with the reason for the request. The letter must be received prior to the grant report deadline.
GRANT AWARDS DISTRIBUTION

As soon as the grant monies are distributed by the Community Foundation of Greater Des Moines, you will be contacted regarding receipt of the check.

You will be contacted to attend a check distribution promotion activity. This may be a gathering or just a picture opportunity so that local newspapers can print something about the grants. It is expected that the contact person listed on the application or another person within the organization be present at the check distribution. That person must also be authorized to sign the grant receipt/agreement.