

Wyandot County Community Foundation

Grant Guidelines and Application

Providing Support to Wyandot County, Ohio Charities

The Wyandot County Community Foundation is a public charitable organization created to enrich the quality of life for individuals and families of Wyandot County. The foundation's purposes are to:

- * develop a permanent endowment for Wyandot County citizens
- * assess and respond to changing community needs
- * serve as a mechanism for donors at all levels of charitable giving and
- * provide financial assistance to groups that most significantly will meet the charitable, educational, cultural, and recreational needs of Wyandot County, regardless of gender, race, color or creed.

Wyandot County Charities Qualified for Grant Consideration

As a community foundation described in our Articles of Incorporation, and as an a geographic field of interest fund with the Toledo Community Foundation, the WCCF may only consider requests from organizations designated as tax-exempt under Section 501(c)(3) of the Internal Revenue Code including governmental units. This means that an organization must have applied to the IRS for tax-exempt status and received a letter from the IRS granting them tax-exempt status. In addition, governmental units are considered tax-exempt, such as a county, city, or public school board. A number assigned by the IRS for bank accounts does not necessarily mean an organization has tax-exempt status under 501(c)(3).

Guidelines for Grants Made to Wyandot County Charities

The WCCF normally limits its grants to organizations operating and/or serving residents in the Wyandot County area. Distributions from the unrestricted funds of the WCCF are awarded:

- That most efficiently meets the needs of the people of Wyandot County.
- School grants will be considered if the project is for building- or system-wide use or will be used by a broad spectrum of the school population
- New projects of established organizations.
- New programs only if they can demonstrate that they will become financially self-supporting beyond the initial start-up period. Financial documents to support this need to be included with the application.

Among the purposes which the WCCF does not usually fulfill are grant requests that include:

- Regular operating funds
- Annual campaigns, local or national
- Endowment programs (other than those previously determined)
- Sectarian religious purposes
- Loans
- Graduate fellowships and travel grants to individuals
- Research grants
- Those organizations that have not completed prior grant requirements
- Scholarships (however, scholarship awards are made through named scholarship funds).

Grant Application Process

When applying for a grant, please complete the WCCF Grant Application - include a copy of the organization's tax-exempt letter and any attachments as required. Grant applications are available at www.wyandotcommunityfoundation.org . Grant applications should be mailed to WCCF, PO Box 364, Upper Sandusky, OH 43351.

After the grant request has been received, one or more members of the WCCF Board of Trustee will review and investigate the grant request and may request to meet with a representative(s) of the organization. The WCCF Board will discuss the application and make a final decision on the grant. Grants are usually made, if approved, in October. Applicant organizations are notified, in writing, of approval/denial of funding requests within one week after the Board of Trustees takes action. Project expenses incurred by an applicant organization prior to notification cannot be paid by the Foundation.

If you desire, a board member would be happy to review a draft of your grant request prior to final submission. To do this, schedule a Grant Application Review with a member of the Board. You may obtain a list of WCCF Board Members by written request to WCCF, by calling 419-294-3556 or on the website (see above)

Grant Review

The Wyandot County Community Foundation Board will review all applications and make a final decision on grant(s) to be awarded. All authors of grant proposals will be

notified in writing of approval/denial by September 1. Successful applicants will be awarded grant funding following final approval from the Toledo Community Foundation Board. Project expenses incurred by an applicant organization prior to notification cannot be paid by the Foundation.

Recipient Requirements

Grant recipients will be required to retain and submit copies of receipts for purchase of goods and services. Further, the person responsible for the initiative will be required to submit a narrative report on the initiative and its results, within 10 months after receiving grant funds

Timeline for Grant Submission

- July 30 – Grants must be postmarked by this date for board consideration.
- Applications will be reviewed in August.
- Grants will be awarded yearly in October.

Contact Information

Wyandot County Community Foundation (WCCF)

PO Box 364

Upper Sandusky, OH 43351

419-294-3556

wyandotfoundation@gmail.com

Wyandot County Community Foundation Grant Application

Date of application _____

Organization name: _____

address: _____

e-mail address: _____ phone number: _____

contact person: _____

Organization's mission (2-3 sentences) _____

Project title: _____

Grant request: \$ _____

Description of project or grant request:

Other sources of funding: _____

Attach a copy of a current IRS determination letter indicating 501(c)(3) status or a written statement from a local or state auditor verifying applicant is a government entity and a list of the names and affiliations of the applicant organization's Board of Trustees. If additional space is needed you may add one additional page to this application. Applications must be submitted via the U.S. Postal Service, postmarked no later than July 30 and addressed to: Wyandot County Community Foundation, P.O. Box 364, Upper Sandusky, Ohio 43351