

Aurora Area Community Foundation

Grant Policies 2015

The primary role of the Aurora Area Community Foundation is to establish endowed funds for the purpose of conducting a flexible community grant making program which addresses the most important needs of the community at any one time. The flexibility this requires is made possible by charitable donors who established unrestricted or field-of-interest funds and place the decision making in the hands of the community leaders serving on the Board of Directors.

Grant proposals are accepted and studied by the Grant committee and decisions and distributions will be made in January 2016. While the Board reserves the right to narrow the focus of community grants in the future, for the current year, grant proposals will be accepted in an open field-of-interest.

The Board of Directors will accept for consideration proposals from any qualifying non-profit organization in the Aurora area, including Marionville and Verona. These include nonprofit 501 (c) (3) organizations, schools, faith-based organizations and governmental entities. Grant requests will not be considered from individuals, for-profit entities or for an organization's normal operating expenses.

The Aurora Area Community Foundation has a continuing interest in supporting institutions and projects that provide vital community services. However, the Aurora Area Community Foundation also has an interest in:

- Projects that provide innovative solutions for existing and emerging community needs
- Projects which encourage collaboration between local organizations.

While these are areas of strong interest to Aurora Area Community Foundation, requests need not be limited to these interests.

See grant procedures on the following page.

**Aurora Area Community Foundation
Grant Procedures**

1. Applicant will submit a complete grant application by 5:00 pm Friday December 18, 2015. Incomplete or late applications will not be accepted.
2. The proposal shall include:
 - a. A cover page with the title of the project, organization name, signature of organization's president or fiscal agent.
 - b. A description of the project and its potential impact on the community.
 - c. Budget page.
 - d. A signed agreement to submit a six month report and a year end report to the Aurora Area Community Foundation.
 - e. A copy of the 501 (c) (3) exemption letter.
 - f. Letters of support.
 - g. List of current board members for your organization.

Please submit only typed pages, and supporting documents via regular US mail or e-mail. No attachments other than those listed should be enclosed. Submit only a single copy.

Any questions should be directed to:
Scott Pettit, 678-2187
Jim Ferguson, 678-2505

Mail to:
Aurora Area Community Foundation
Attn: Grant Committee
P.O. Box 940
Aurora, MO 65605

or e-mail to:
scott@pettitlawoffice.com

**Aurora Area Community Foundation
Cover Page**

Organization Name:

President/Director:

Address:

Email Address:

Phone:

Date Organization Established:

Project Title:

Project Contact: _____ Phone: _____

Project email: _____

Total Amount of Project Budget: _____

Amount requested from Aurora Area Community Foundation: _____

Attachment checklist:

___ Cover page

___ Completed grant application

- A. Community need/problem description
- B. Project's primary goal description
- C. Project delivery description
- D. Budget
- E. Agreement to submit follow-up report

___ Proof of 501 (c) (3) status for nonprofits applying

___ Letters of support

___ List of Board Members

Signature of Organization President/Director:

_____ Date: _____

GRANT APPLICATION

(Please feel free to answer these questions on a separate sheet of paper.)

Please provide the committee with a brief (3,000 characters max) description of the community need/problem for which you are requesting a grant:

Please provide the committee with a brief (4,500 character max) description of the project's primary goal and expectation of project impact:

Please provide the committee with a brief (3,000 character max) description of the project delivery, numbers served and collaborative opportunities.

AGREEMENT TO SUBMIT FOLLOW UP REPORT

I agree on behalf of _____ (organization)
to submit a six month progress report and a year end report to the Aurora Area
Community Foundation on the outcome and impact of the grant.

Signature

Date

BUDGET

Please provide the committee with a brief itemized total project budget inclusive of the Community Foundation request, as listed below.

Project Expense	Explanation	External Funding	Agency Funding (in-kind or internal budget)	Community Foundation Requested Funding	Total Item Expense

TOTAL: \$ _____ \$ _____ \$ _____ \$ _____