

LITCHFIELD AREA COMMUNITY FOUNDATION

Grant Guidelines

This is a worksheet to help your team determine the grantmaking criteria for the Litchfield Area Community Foundation (LACF). In reviewing proposals, the review team will look for evidence of the following:

**Proposals must be submitted by a 501(c)(3) organization, a unit of government, or by a public agency. Organizations that are not tax exempt *must* apply through a suitable fiscal agent willing to accept responsibility for the project.

- ✓ All proposals must demonstrate a benefit within the area served by the Litchfield School District which includes the communities of Litchfield, Darwin, Kingston, Forest City and Greenleaf.
- ✓ The Foundation prefers projects that are submitted by local applicants.
- ✓ Targeted populations are involved early in the development of the proposed project. (IE. Businesses, youth, aging, and/or people of color)
- ✓ Proposals incorporate an innovative approach and avoid duplication of efforts.
- ✓ Proposals have clearly stated goals and measurable outcomes.
- ✓ Partnerships are important. Proposals exhibit evidence of appropriate partnerships. Final applications need to include letters of support from involved agencies, organizations, and individuals clearly outlining both their support and contributions to the success of the project.
- ✓ Grants generally range from \$100 to \$1000.
- ✓ The Foundation will consider funding up to 50 % of a project. The remaining 50% must be provided through other sources.
- ✓ Proposals should include a cash match, however in-kind contributions will be considered.
- ✓ Grant requests for single, one-time projects are preferred. Requests for possible multiple cycles of funding to support ongoing projects will be considered on a case by case basis.
- ✓ Proposals must show evidence of one or more ways to continue the project beyond Foundation funding.

Potential Areas of Interest

- ✓ Animal Related (animal protection/welfare, wildlife protection)
- ✓ Arts, Culture, Humanities
- ✓ Civil Rights, Social Action, Advocacy
- ✓ Community Improvement (celebrations, beautification, parks)
- ✓ Disaster preparedness and relief
- ✓ Education (may be subdivided into types of schools, non-school related, and libraries)
- ✓ Economic Development (tourism, business retention, business recruitment, job training)
- ✓ Emergency Assistance (food, clothing, cash)
- ✓ Environment (natural resource protection, pollution abatement, beautification projects, parks)
- ✓ Food/Nutrition/Agriculture (senior meal sites, food shelf, home economics, agricultural issues)
- ✓ Health (disease specific, nursing services, public health, wellness, treatment, facilities, education)
- ✓ Housing (development, temporary, support services, homeless shelters)
- ✓ Human Services
- ✓ Leadership Development
- ✓ Mental Health (alcohol and drug prevention and treatment, crisis intervention, addictions, counseling or support groups)
- ✓ Public Affairs/Society benefit (military/veterans, government, public policy research)
- ✓ Public Protection (crime or violence prevention, rehabilitation programs, conflict resolution, legal services)
- ✓ Public Safety (fire departments, law enforcement, abuse/neglect/exploitation, education)
- ✓ Recreation, Leisure, Sports, Athletics (camps, leagues, clubs, facilities)
- ✓ Religion/Spiritual Development (interfaith)
- ✓ Technology (computers, software, training, Internet)
- ✓ Volunteerism
- ✓ Youth Development (developmental assets, mentoring, service learning, scouting, centers/clubs)

✓ **Types of Support**

- ✓ Annual campaigns
- ✓ Capital (land, building renovation, equipment, computer systems)
- ✓ Conferences/seminars
- ✓ Curriculum development
- ✓ Endowment
- ✓ Exhibitions
- ✓ Fundraising
- ✓ General purpose/operating support
- ✓ Performances
- ✓ Publications
- ✓ Program development
- ✓ Research
- ✓ Start up funds

This fund generally will NOT make grants for:

- ✓ Religious purposes/activities (denominational)
- ✓ Lobbying or political activities
- ✓ For-profit businesses
- ✓ Debt retirement
- ✓ Ongoing, open ended grants
- ✓ Administrative budgets for existing organizations
- ✓ Programs or services mandated by law
- ✓ Programs or projects facing a reduction of government funding
- ✓ National fundraising campaigns
- ✓ Ticket sales, raffles, or fundraising dinners
- ✓ Endowment drives
- ✓ Scholarships