

Applying for a Grant from the Mitchell-Howard County Opportunity Fund

CHECKLIST:

Applicants interested in seeking grants from the Foundation are asked to submit the following:

- Two copies of the two-page Grant Request Form
- Two copies of the organization's annual budget
- One copy of IRS 501(c)(3) Tax Exempt Determination Letter

Grant applications that request grants from \$500 to \$4,000 will be considered.

Incomplete applications will not be considered.

Note: Grant request forms are available at the Community Foundation office and online at www.cfneia.org. Applications are also available by contacting the Board of Supervisors in Mitchell and Howard counties.

Grants from the Mitchell-Howard County Opportunity Fund support charitable projects in these counties.

www.cfneia.org

Mitchell-Howard County Fund Past Grant Recipients

2006 GRANT RECIPIENTS

Stacyville Kids Care
North Iowa Community Action Organization

2005 GRANT RECIPIENTS

Mitchell County Concert Association
Veterans of Foreign Wars-Capital Star
Drum & Flag Corps

2004 GRANT RECIPIENTS

Elma Area Community Foundation
Riceville Volunteer Fireman's Association
Spring Ahead Preschool

For more information, please contact:



425 Cedar Street, Suite 310

PO Box 1176 ♦ Waterloo, Iowa 50704

319.287.9106 *phone* 319.287.5015 *fax*

www.cfneia.org *web*



Grant Application Procedures & Checklist

MITCHELL-HOWARD COUNTY OPPORTUNITY FUND

What is the Mitchell-Howard County Opportunity Fund?

The Mitchell-Howard County Opportunity Fund was established in 2001 by an anonymous donor with the intent of giving much-needed financial aid to non-profit organizations in the areas of Mitchell County and Howard County, Iowa.

This is one of the many component funds within the Community Foundation of Northeast Iowa.

Eligibility to Apply for Grants from this Fund

- Applicant organizations must be tax-exempt, non-profit entities classified by the IRS as 501(c)(3) organizations.
- Governmental agencies engaging in charitable activities.
- There are no set criteria that, if met, will guarantee funding. Typically, the Fund distributes a small number of grants (1-3) per year.

CONSIDER APPLYING - We continually look for new ways to have a positive impact in the Mitchell and Howard County areas through innovative and high-impact grants. Look for application materials in the Board of Supervisor's office and on our website.

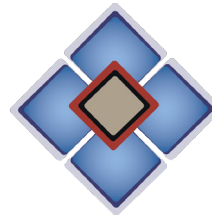
Grants from the Mitchell-Howard County Opportunity Fund may be awarded in the following areas:

EDUCATION

Improving the quality of education through support of both public and private institutions of learning. Providing opportunities for children to learn and experience things they may not ordinarily be able to do.

ENVIRONMENT EDUCATION & PROTECTION

Supporting conservation of natural resources, preventing and eliminating pollution, preserving water quality, protecting wildlife, and educating the public about environmental priorities. Providing opportunities for experiencing nature and outdoor recreation.



www.cfneia.org

Schedule for Grant Making

The Community Foundation Board of Directors approves charitable grants once a year.

Applications for grants must be submitted approximately two months prior to the awarding of the grants. The typical deadline and award date are as follows:

OCTOBER 15	Deadline for submission of grant applications for December awards.
DECEMBER	Date of approval for award cycle.

Applicants will be notified in writing when final grant decisions are made.

AWARD REQUIREMENTS

Agencies receiving grants will be asked to have a Chief Executive Officer or Chair of the Board sign a **Terms of Grant Agreement** which clarifies legal parameters for use of the grant. This form must be signed and returned immediately, prior to receiving the award check.

In addition, all grant recipients will be required to file a **written report** within six months on the outcome of the project/program funded.

For good. For ever.