Grant Guidelines

BREMER COUNTY COMMUNITY FOUNDATION

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BREMER COUNTY COMMUNITY FOUNDATION – 2026

IMPORTANT DATES		
APPLICATION OPENS	**MARCH 1, 2026**	This document provides the necessary details about this specific grant opportunity, including deadlines and eligibility requirements. For information about accessing the online grants management site, tips on grantwriting, and more, visit the Nonprofit FAQ section of our website (www.cfneia.org). If you have any additional questions, please contact our administrative office at 319-243-1358 or programs@cfneia.org.
APPLICATION DEADLINE	**APRIL 15, 2026 AT 5:00 PM**	
Zoom Drop-In: Grant Assistance Office Hours – **https://us02web.zoom.us/j/81066591446**		
Wednesday, March 4, 2026 – 9:00-10:00am		Tuesday, March 31, 2026 – 12:00-1:00pm
Thursday, March 12, 2026 – 12:00-1:00pm		Monday, April 6, 2026 – 11:00am-12:00pm
Wednesday, March 18, 2026 – 3:00-4:00pm		Thursday, April 9, 2026 – 3:00-4:00pm
Friday, March 27, 2026 – 9:00-10:00am		Tuesday, April 14, 2026 – 1:00-2:00pm

The Bremer County Community Foundation

The Bremer County Community Foundation is an affiliate of the Community Foundation of Northeast Iowa, created by and for the people of Bremer County, for the purpose of generating both endowed and unrestricted funds to support charitable projects, activities, programs, and organizations that will improve the quality of life for the residents of Bremer County, Iowa. Visit www.bremerccf.org to learn more.

What We Support

The Bremer County Community Foundation provides grants to improve life in Bremer County, Iowa. We want to help develop communities that people want to live in, as well as benefit rural areas of the county. We do this through the Community Foundation's Impact Priority areas of grantmaking. For more information on our Impact Priorities, visit cfneia.org/impactpriorities.

Our Impact Priorities

Opportunity & Access	Health & Safety	Vibrant Communities	Youth Empowerment

Eligibility to Apply

Organizations must provide benefits to the people of Bremer County *and* must meet the following criteria to apply for a grant:

- Be classified as a 501(c)(3) nonprofit organization or be a government entity.
- Tax-exempt organizations classified as *other* than 501(c)(3) are also eligible *if* the project is deemed charitable; please contact our office to discuss the project's eligibility prior to submitting a proposal.
- Be current with all state and federal reporting requirements, such as filing of 990 forms.
- No past due grant reports for previous Bremer County Community Foundation grants.
- Requests that include or require participation in inherently religious activities such as religious worship, instruction, or proselytization or activities that promote specific religious doctrine are not eligible.
- Application must be completed by the due date using the online application and CFNEIA grant site.

Groups, projects, or initiatives that do not meet the above eligibility requirements may submit a request through a fiscal sponsor. Fiscal sponsors must be classified as a 501(c)(3) or a government entity. The Foundation prefers that the fiscal sponsor's mission closely aligns with the sponsored project. **Fiscal Sponsors will be legally and financially responsible for any grant funds that are awarded.**

NOTE: Please read the guidelines and application instructions thoroughly before submitting the application.

Restrictions

In addition to the eligibility requirements, the following restrictions also apply:

- One application per organization with the exemption of Government Entities and Fiscal Sponsors. Fiscal sponsors may submit only one application per sponsored organization.
- Government entities may submit only one application per department. Schools are considered government entities.
- The request minimum is **$2,000**; the maximum request is **$10,000**.
- Applications for the same request/project from multiple organizations are not eligible for funding.
- Generally, requests for town celebrations will not be funded.
- Applicants **must** use the Budget Template that is linked to the application (see page 4 for sample budget). Use the Budget Explanation section to provide details and clarification of the request budget.
- **Estimates/bids should be uploaded into the Support Document section.**

Review Criteria

Applications will be reviewed and scored on the following elements:

- **Feasibility** – The probability the request will be successful, including the organization's level of staff/volunteers and collaboration with community partners.
- **Organization** – The overall health of the organization and how the application reflects the organization's capability for completing the request.
- **Community Need and Outcomes** – The need for the request and how the proposed outcomes impact the community/county.
- **Request Budget** – The details of the budget and the ability to secure and/or leverage other funding sources, including in-kind services.

Funding Priorities

Highest priority for funding is given to requests that:

- Address a community need, demonstrate broad-based community support, and provide benefits that are community/county wide.
- Show a high level of support or leveraged (match) funding from other sources.
- Maximize community resources through cooperation and collaboration with other organizations in the community and work to eliminate redundant services, programs, or requests.
- Show long-term sustainability of the request without annual grant support from the BCCF.

Grant Selection Process

The Bremer County Community Foundation is made up of community volunteers from throughout Bremer County. This committee is responsible for making funding recommendations to the Community Foundation of Northeast Iowa's board of directors. The Committee carefully reviews and considers all eligible applications based on the guidelines stated herein. The Committee list can be found at www.bremerccf.org.

How to Apply

Applicants interested in seeking grants should fully review these grant guidelines prior to applying to ensure all eligibility requirements are met. Applications must be submitted through the foundation's online grant management system. Visit https://www.cfneia.org/nonprofits/grant-opportunities/ to access the online grant system and to find additional resources for grant seekers.

Important Dates

- A grant workshop will be held March 16, 2026, from 6:30-8pm at the Waverly Public Library, 1500 W. Bremer Ave., Waverly.
- The grant application deadline is **5:00 pm on April 15, 2026.** Staff support will be available to applicants until 5:00 pm on the day of the deadline.
- All applicants will be notified of the results of the grant process in mid-June 2026.
- Grant awards will be presented in July 2026. More details will be provided in notification letters**.** Grantees are encouraged to bring staff, board, and volunteers to this celebration event.
- Grant reports for successful proposals are due July 31, 2027**.**

Grant Conditions

Awarded applicants are required to:

- Sign a Terms of Grant agreement which clarifies legal parameters for use of the grant.
- Submit a Grant Report to show the results of the request and to show that all the funds have been spent as intended. (If the request takes longer to complete, the Community Foundation will consider a request to extend the Grant Report deadline.)

Questions

Applicants should contact Shanda Hansen, Director of Affiliate Impact, at 319-243-1357 or shansen@cfneia.org to explore the appropriateness of requests and for any further guidance. First-time applicants are highly encouraged to contact Shanda for guidance to strengthen their alignment and application.

Applicants can contact Dotti Thompson, Grant and Scholarship Manager, at 319-243-1358 or dthompson@cfneia.org with specific questions on eligibility or accessing the grant site.

SAMPLE Request Budget					
Request Name: Library Updates					
Request Expenses	**Total Request Cost**	**CF Request**	**Other Funding**	**Other Funding Source**	**Funding Status**
Carpet Squares	$ 5,000.00	$ 3,500.00	$ 1,500.00	Agency	Received
Shelving	$ 1,500.00	$ 1,000.00	$ 500.00	In-Kind	Secured
Computers	$ 4,000.00	$ 2,000.00	$ 750.00	Agency	Received
			$ 750.00	United Way	Pending
			$ 500.00	Donations	Received
Furniture	$ 2,000.00	$ 1,000.00	$ 500.00	Grant	Received
			$ 500.00	Agency	Received
Total	$ 12,500.00	$ 7,500.00	$ 5,000.00		

Instructions:

Enter each expense line item for the request in the Request Expenses column (Column A). In the Total Request Cost column, enter the total cost for the corresponding line item (Column B). The cost of the line item that is being requested from the CF is entered into the CF Request column (Column C). Any additional funding amounts for each request expense are entered separately in the Other Funding column (Column E). Select the appropriate funding source for each other funding amount in the Funding Source column (Column F) from the drop-down menu. Select the appropriate funding status for each funding source in the Funding Status column (Column G) from the drop-down menu. **The Total Request Cost column must equal the CF Request Column plus the Other Funding Column.** *Definitions listed below are for the other funding amounts, not the CF request.*

Funding Source Definitions:

Agency - Funds from the organization's budget or reserves

In-Kind Services - Labor or other services provided at no cost or by volunteers

Grant - Grant funds for this request other than those from this CF, including grants pending/received from other CFNEIA Affiliates

Donations - Funds received from private individuals or businesses

United Way - Funds received through United Way organizations

Other - Funds from a source not listed

Funding Status Definitions: This is for the other funding sources; not the requests from this CF

Pending - Funds have been sought, but are awaiting approval/denial

Secured - Funds have been committed but not received by the organization

Received - Funds have been received and are earmarked for the request

*A blank copy of the budget template is linked to the application.