

THE FOUR WAY COMMUNITY FOUNDATION

P.O. Box 652, Grants Pass, OR 97528 fourwaycommunityfoundation.org

fourwaycommfdn@gmail.com

Walt Slater (541) 474-9774

ROSE DOUGLAS GRANT APPLICATION GUIDELINES

Please follow these guidelines in preparing your grant application. Applications must be mailed to the post office box above and received by April 1, 2017. Notifications of approval or denial will be mailed in early June.

- I. To be eligible, applicant organizations must have current tax-exempt status under the Internal Revenue Code.
- II. Grants must be for the primary benefit of residents of **Josephine County** who have an “intellectual disability” defined as follows: significantly sub-average general intellectual functioning defined as intelligence quotients (IQ's) under 70 as measured by a qualified professional and existing concurrently with significant impairment in adaptive behavior that are manifested during the developmental period, prior to 18 years of age. Individuals of borderline intelligence, IQ's 70-75, may be considered to have **intellectual disability** if there is also significant impairment of adaptive behavior as diagnosed and measured by a qualified professional.
- III. Organization must not be delinquent in filing final reports for previous grants from the foundation.
- IV. The foundation does **not** consider funding requests for:
 - A. Emergency funding, political purposes, debt retirement or operating deficits
 - B. Organizations relying on direct federal or local tax dollars for their principal support unless there's a need for innovative or unusual programs for which direct public funding is not available
 - C. Sectarian religious purposes (does not preclude consideration for education, medical or social service Programs undertaken by church affiliated agencies)
- IV. The Foundation will give careful consideration to:
 - A. The composition and commitment of the organization's board of directors
 - B. The organization's management credentials and fiscal integrity
 - C. The extent of local support and volunteer involvement
- V. Preferred types of projects or programs are those which:
 - A. Favor the “Matching Dollar” concept for non-recurring projects, especially those having a significant impact on the designated beneficiaries
 - B. Seek to provide needed facilities or services for which other funds are either insufficient or unavailable and for which the foundation's contribution would make a difference
 - C. Are designed to coordinate or consolidate community services in an effort to eliminate duplication, increase efficiency and reduce expense
 - D. Grantees that are funded are required to complete projects, and submit reports within one year, generally June of the year following an award. **See our website for Grantee Report Form.**
- VI. All grant applications must be accompanied by the following documents in the order presented:
 - A. Referencing the following **item numbers 1 through 6** write a brief cover letter describing:
 1. The proposed project or program including the total cost and the amount requested from the foundation
 2. The specific objectives for the use of the funds and a summary of the significance of the project to the designated beneficiaries in terms of **services provided** and **problems solved**
 3. How many individuals who meet the beneficiary's criteria will benefit from this project or program
 4. How the project's progress will be monitored and the results evaluated
 5. How the need for this project or program was determined and the degree of community support
 6. Your organization's objectives and the importance to our community
 - B. The project budget (**summary only**)
 - C. The organization's current financial statement (**summary only**)
 - D. The organization's budget (**summary only**)
 - E. List of officers and board members including mailing and email addresses
 - F. A copy of your organization's Internal Revenue Service 501(c) (3) or other tax exemption document

Grantees are encouraged to submit reports upon project completion. All reports are due to be submitted by June 1, 2018. However, waiting until June may preclude you from being eligible for the next year's grant cycle as our deadline for applications is April 1. (See our website for Grantee Report Form.)