



# PCCF GRANT GUIDELINES

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## PURPOSE

Phelps County Community Foundation (PCCF) Grants are made for such charitable purposes that will enhance and improve the quality of life for the residents of Phelps County, regardless of race, color, religion, gender, national origin, age, disability, status as a Vietnam-era or special disabled veteran, or status in any group protected by applicable federal and state laws. Priority will be given to funding projects and programs that create new opportunities, services, or facilities versus those that merely replace existing opportunities, services, or facilities.

## ELIGIBILITY

To be eligible, your organization must qualify under the nonprofit status and geographic restrictions listed below. If you are unsure of your organization's status, please inquire with staff prior to applying for funding.

### NONPROFIT STATUS

- Eligible organizations must have current tax-exempt status under Section 501(c)(3) of the IRS Code and be in good standing. They should not have any overdue evaluation reports on previous grants filed with the Phelps County Community Foundation.
- Government agencies for capital expenditures and/or capital improvements
- Organizations with fiscal sponsors that are 501(c)(3) public charity nonprofit organizations registered with the IRS. Applicants may use a fiscal sponsor only if there is a meaningful mission fit and an existing, working relationship between the two organizations.

### GEOGRAPHIC RESTRICTION

Grant funds are restricted to nonprofits serving populations within Phelps County, Nebraska

## AREAS OF FOCUS

The purpose of the grant must fall within one of the six charitable areas of interest listed below.

- Education
- Cultural / Arts
- Human Services
- Health and Recreation
- Community
- Religion (for non-denominational projects and programs)

## INELIGIBLE REQUEST

- To individuals
- For the purpose of scholarships
- To support operating expenses of well-established organizations, public service agencies, and government agencies
- To support annual fund drives
- To eliminate previously incurred deficits
- To establish new endowment funds
- For travel or related expenses for individuals or groups such as bands, sports teams, or classes,
- Religious organizations where the funds would be used in whole or in part to further the organization's sectarian purposes.

## DUE DATE

PCCF has an open grant cycle which means that organizations can submit applications for funding at any time, rather than being restricted to specific application periods. Requests are typically reviewed within 30 days of submission.

## AMOUNT FUNDED

Phelps County Community Foundation typically limits funding to no more than one-third of a project or program's total cost. Entire projects or programs are rarely funded.

## APPLICATION PROCESS

The Phelps County Community Foundation uses an online grants management system called Foundant GLM. All application information must be submitted through this system. The Foundation's website, [PhelpsFoundation.org](http://PhelpsFoundation.org), provides a login link to Foundant GLM and system tutorials.

All potential grant applicants must first submit a Letter of Intent through Foundant GLM. The PCCF staff will review the proposed project. If your project meets the necessary criteria, PCCF will contact you to proceed with the submission of a full grant application using the online system.