



The Community Foundation of Muncie and Delaware County, Inc.

Grant Guidelines:

The Community Foundation's purpose is to contribute to improving the quality of life in Muncie and Delaware County for this generation as well as future generations. To that end, the Foundation seeks to address the broad needs of the City of Muncie and of Delaware County in the following categories:

- Arts and Culture
- Education
- Community Betterment
- Human Services
- Economic Development

Grant applications are encouraged for types of projects that address one or more of the following:

- Yield substantial benefits to the community for the resources invested
- Promote cooperation among agencies without duplicating services
- Enhance or improve institutional or organizational self-sufficiency
- Provide "seed money" for innovative community programs
- Encourage matching gifts or additional funding from other donors
- Reach a broad segment of the community with needed services which are presently not provided

The Community Foundation will focus upon:

- New and innovative projects and programs for which there is a demonstrable need or community benefit.
- The capital needs of community institutions and organizations
- The emerging needs of Muncie and Delaware Co.
- The establishment of community priorities
- The monitoring of community services to avoid duplication and ineffective programs
- Acting as a catalyst for action and community participation

Grants for annual operating expenses may be made for start-up organizations or for transitional funding to existing organizations that have exceptional programs which have demonstrated successful and effective results but which are experiencing a loss, or significant reduction in, traditional revenue sources. Such requests must include a comprehensive fundraising plan which projects the availability, within a reasonable time, of sustainable and consistent funding from other sources.

The Foundation operates without discrimination as to age, race, religion, gender, national origin, disability or that perceived as a disability in the consideration of grant requests. Likewise, the Foundation does not knowingly support programs that negatively discriminate based on the aforementioned factors.

Organizations who have been awarded prior grants must have complied with all reporting requirements and be in good standing before submitting another request. In general, an organization is awarded only one grant per calendar year.

The Foundation does not make grants to individuals, and generally does not make grants for religious purposes, for covering budget deficits, for travel, for fundraising events, for endowments or for projects normally the responsibility of a government agency.

Grant Procedures:

- **The Grant Policy Committee and the Board of Directors review applications on a quarterly basis** in the months of February, May, August and November. The application deadlines and forms may be obtained at www.cfmdin.org or by calling the Foundation office at 765/747-7181.
- **First-time applicants must contact the Foundation** to discuss grant proposals prior to submission.
- **Requests of \$25,000 or more** are preferred during the first cycle of each year.

The attached grant application and the information requested therein must be provided when submitting an application.

The Foundation will review each grant awarded and does require from each grantee a final **Post-Grant Report** which should contain adequate information on the grant program and expenditures so the Foundation will have a completed file. The Post-Grant report is a requirement of the Internal Revenue Service.

**The Community Foundation
of Muncie and Delaware County, Inc.
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