



Policy Governing Grant Requests in Excess of \$15,000 or in Support of Capital Campaigns

Policy Statement

Grant requests in excess of \$15,000 or most requests in support of capital funds campaigns represent significant investments in the community. They may also represent a considerable portion of the funds the Foundation has available for distribution in any given year. The magnitude and circumstances of these requests, therefore, warrant they be given special consideration.

The Wayne County Foundation does not always have a regular allotment of funds for these types of grants, so it must consider these larger requests with respect to the total amount of discretionary dollars available for distribution in any given year. With respect to the funds available, the Foundation's grant committee and board of directors will consider the following factors for capital campaign and large grant requests:

1. The organization's record of staff management and volunteer leadership.
2. The organization's history of prudent fiscal management.
3. Evidence of nonprofit and tax-exempt status.
4. Evidence of previous Foundation support.
5. A mission that is consistent with needs and priorities of the community, and evidence that the project in question helps to fulfill that mission more efficiently or effectively.
6. Evidence that the project is designed to serve a significant number of Wayne County citizens.
7. The perceived impact of the Foundation's involvement.
8. For capital campaigns, the organization must demonstrate significant early financial support from its board members, staff and other donors close to the organization, and community participation should be well under way. Generally, the Foundation will not consider capital campaign requests exceeding 10% of the announced, public goal.

Process

We ask that a letter of inquiry be submitted expressing the details of the project in question. This letter, not to exceed two pages, should explain:

- The scope and nature of the project
- Why it is important to the community
- The timelines involved
- The budget, including relevant costs and other sources of funding, both in-hand and anticipated
- The amount expected to be asked of the Foundation

Upon review, a member of the Foundation staff will contact the organization to discuss the Foundation's potential involvement in greater detail. If appropriate, the organization will be asked to complete an application in connection with an upcoming grant cycle. At that time the Grant Committee will consider the request and make a recommendation to the Board of Directors for its consideration.

Other

The Grant Committee may recommend funding be awarded in one lump sum or over a period of time from unrestricted or other appropriate funds. It is at the discretion of the board to determine if funding is available and by what schedule it will be distributed.

As with all grant and scholarship programs, the board and staff of the Foundation will adhere to its then-current Conflict of Interest policy.

Revised May 21, 2015
by the Board of Directors

Jill King, Secretary