



GRANTMAKING GUIDELINES

The Eau Claire Community Foundation (ECCF) serves Eau Claire and its surrounding area by awarding grants to organizations whose programs address needs in the following areas:

“Create Culture” (*Arts and Culture*) – Supports programs and organizations that enhance the quality of life in our community through music, visual and performing arts, and museums.

“Form Futures” (*Education*) – Supports programs that provide instruction for children and adults offered by established institutions or non-profit organizations, as well as programs that offer learning or community development opportunities.

“Give Green” (*Environment, Recreation, Animals*) – Supports programs that engage children and adults in activities that improve or sustain the quality of our natural resources. Also supports programs that provide opportunities for children and adults to engage in sports, fitness, and health and recreational activities.

“Offer Opportunities” (*Social Services*) – Supports programs that provide for important needs for children and adults, families, or community needs such as food, shelter, safety, clothing, and assistance for people with disabilities.

Where do grant funds come from?

The Eau Claire Community Foundation is supported by many generous donors. We rely on donations to grow the endowment that provides grants to help meet the ever-changing needs of our area. A gift given directly or through a will or other estate planning strategy becomes a permanent community funding resource through the ECCF.

In addition, the ECCF administers and awards grants from over 100 various funds, which have been established within the Community Foundation. With the principal carefully invested, the funds continue to grow. Earnings are distributed in the form of community grants, allowing the flexibility to address changing needs of our area, and providing funding for innovative projects and programs that enrich our community now and for generations to come.

Field of Interest Funds and Unrestricted Funds are used to support the grants for which non-profit organizations apply. A volunteer review committee, appointed by the Foundation’s Board of Trustees, reads all applications submitted by the deadline and evaluates each one based on the specific request and potential benefits to the community. The review committee’s recommendations are presented to the Board of Trustees for approval.

Eligibility

- The ECCF makes grants to non-profit agencies located in the Eau Claire area, or to those able to demonstrate significant impact within this area. Preference will be given to agencies located within the Eau Claire area.
- Applicants will need to submit evidence of 501(c)(3) tax status, or another qualified 501(c)(3) organization must agree to serve as fiscal agent.
- Grants shall be awarded for current expenditures, *not for obligations previously incurred*.
- The ECCF supports projects which have been planned in light of overall community needs and *which do not duplicate existing services*.
- The ECCF does not make grants to organizations that discriminate on the basis of race, ancestry, color, age, familial status, handicap, religion, gender, sexual orientation, marital status, lawful sources of income, national origin, or any other discriminatory practice prohibited by state or federal law.

Applicants are encouraged to contact the Foundation office to discuss their projects prior to submitting an application. Informational meetings specifically about the Foundation’s application process are scheduled prior to the deadline, and applicants are encouraged to attend. Please contact the ECCF Grants Coordinator at 715-552-3801 or grants@eccommunityfoundation.org for more information.

Grantmaking Priorities

*The Foundation **favors** innovative proposals that:*

- Promote collaboration and reduce duplication of services
- Strengthen the ability of our community to respond more effectively to needs
- Build upon the strengths of the community
- Apply the Foundation's limited resources optimally to meet important community needs.

Please note:

- Preference will be given to requests that demonstrate the most urgent and immediate need for funding and impact of service.
- Grants are made for one year only. Due to a limitation of monies available for distribution, the ECCF prefers not to grant funds to any organization in frequent succession.
- The ECCF rarely provides the entire support of a project. It encourages the participation of others in funding projects.

*Grants from the ECCF competitive application process are **not** used for the following:*

- Repetitive requests (i.e. the same use year after year)
- To cover deficit spending
- Direct grants to individuals, annual campaigns, or lobbying
- Contributions to endowment funds, contingency funds, or reserves
- Regular operational expenses of a program (e.g. rent, salaries)
- Sectarian (religious) programs, if the program participation requires membership in the religious group or commitment to specific beliefs prescribed by the religious group
- Organizations operated primarily for the benefit of their own membership
- For the payment of interest or taxes

Application Procedures

Application forms are available for downloading on our website (www.eccommunityfoundation.org) or can be requested by contacting the Foundation office. Please consult our grant application for the most up-to-date instructions.

- Each grant proposal is carefully considered by the ECCF Grants Committee, whose recommendations are presented to the Executive Committee and/or Board of Directors for final decision.
- A letter will be sent to all recipients and non-recipients within 90 days of the grant application deadline.
- An agreement signed by the President or Executive Director of the grantee organization accepting all conditions of the ECCF grant must be returned to the ECCF office prior to the release of any ECCF funds.
- Grant checks will be distributed at the ECCF Annual Meeting, held during the first week of June. If your grant is approved and you need the money earlier, contact the Foundation office and arrangements can be made.
- A final report on all funded projects is required of grant recipients within a year of the grant's payment. A time extension may be requested by the grantee and requires ECCF Board approval. Other reports on project status and accomplishments may be requested by the ECCF. Grants made by the ECCF for asset purchases shall not be converted by a recipient at a later date in order to meet operating expenses.
- Grant applicants should actively explore all other possible sources of funding while awaiting a decision by the ECCF. Such exploration does not necessarily lessen the chances of a grant being made. The ECCF should be notified in writing if substantial support is obtained from other sources.
- Follow-up site visits may be requested.

Follow-Up Requirements

The ECCF requires recognition of its grants. We require that recipients include the following statement in all material related to their funded project: ***"Support for this project was provided by the Eau Claire Community Foundation."*** Our logo is available upon request and should be used where appropriate. Recipients are also asked to document their program with photographs, which should be submitted along with copies of any press releases, media coverage, or articles in your newsletter. ***Asset purchase/improvement grant recipients must submit a copy of their purchase receipt with the final report.*** The final report is due within 30 days of project completion or one year from the award date, whichever comes first.