



## UNSOLICITED HEALTHCARE MINI-GRANTS

**ABOUT THE FUNDS:** The healthcare grants of the Community Foundation of Northeast Alabama are made from a number of funds designated for healthcare purposes. The Community Foundation of Northeast Alabama Board of Trustees is responsible for making the final decision on all grants to be allocated from the healthcare funds; therefore, the board makes every effort to assess the healthcare needs of the community and to prioritize those needs. The Foundation has collaborated with the Alabama Partnership for Children, the Alabama Civil Justice Foundation and the Public Affairs Research Council of Alabama (PARCA) to identify or compare 92 quality of life indicators for our county and for individual cities. This research is complete and the *Calhoun County Community Counts* data is now available at our website ([www.yourcommunityfirst.org](http://www.yourcommunityfirst.org)) or a hard copy is available at the Foundation office.

**GRANT PARAMETERS:** Grants from the various healthcare funds are restricted to 501(c)(3) qualified public charities operating in Calhoun County and providing services to residents of Calhoun County, or 501(c)(3) nonprofit organizations outside Calhoun County that provide healthcare or medical services in Calhoun County to residents in Calhoun County. The Foundation welcomes unsolicited grants within the following broad areas:

- Addressing preventable health issues, risks or diseases;
- Providing advocacy or education to the community or targeted populations;
- Serving clients with chronic or acute health conditions; or
- Strengthening organizational capacity to provide or deliver healthcare services.

The unsolicited healthcare grants are to provide organizations the flexibility to seek funding based on their defined mission, goals or objectives; therefore, no set priorities are attached to these grant awards. They are intentionally broad to foster creativity and best practices among healthcare, social service, mental health and medical providers.

**FUNDING RESTRICTIONS:** In compliance with federal regulations and Community Foundation policies, the following types of grants will not be considered or funded:

- Grants totaling more than 25% of an organization's annual operating budget.
- Grants primarily supporting core operating expenses (rent, utilities, salaries, etc.)
- Grants to organizations operating less than one year.
- Grants to individuals.
- Grants to religious organizations for religious purposes.
- Grants to organizations for projects outside Calhoun County, Alabama.
- Grants to endowments or other discretionary funding pools.
- Grants for dinners, fundraisers, or other special events.
- Grants for political purposes or to influence elections.

**FUNDING LEVELS:** Mini-Grant requests are limited to a maximum of \$10,000 for one year. Funding will be provided only for specific items relevant to a well defined short-term need such as a planning grant, consultant fees, equipment, training, conference or other small project.

**RESTRICTIONS:** Organizations that have an existing grant from the Foundation may not apply for a Mini-Grant until the current grant documentation is completed. For a grant to be considered completed, the nonprofit partner must have successfully submitted their Final Grant Report before submitting an additional grant application.

**REVIEW PROCESS:** Once a Mini-Grant is received, a confirmation postcard will be sent to the applying organization. During the initial staff review, applications can be denied if they are incomplete or if they do not follow the published guidelines. Letters are immediately sent if this action is taken. After the review process is completed, applicants will be notified in writing regarding the final outcome of their request.

The Community Investment Committee convenes two times a year to review Mini-Grant applications. All grant requests must be submitted on or before the following dates:

<b>Application Due Date</b>	<b>Review</b>	<b>Awards</b>
March 1	March/April	April
September 1	September/October	October

These due dates are set to allow the Foundation staff and the Board of Trustees to thoroughly review the merits of each application. Any grant application received after the due date will be returned to the submitting organization. Due dates that fall on holidays and weekends are extended to the next business day.

**APPLICATION REQUIREMENTS:** All applications for Mini-Grant funding must be submitted by the due date in writing using the current application form. The Mini-Grant application form is available by email, from our website or on a computer disc.

Once the application is completed, the executive director and the board chairperson must sign the application.

If any areas of the application are not completed, please attach a statement explaining the reason(s). In addition, the following documentation must be copied and attached to the application:

1. Qualified public charities must submit a copy of their most recent letter of determination from the Internal Revenue Service stating the following :
  - (i) that the organization is exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code, and
  - (ii) that the organization is “not a private foundation” under Section 509(a) of the Internal Revenue Code.
2. City, state and federal government agencies should submit their tax letter or affiliation letter signed by the appropriate supervisor or financial officer.
3. Letter(s) of support from funding partner(s) or from organizations having a significant role in the project. No general letters of support please.

4. A list of the applicant's board members with name, title and city of residence.
5. A current year's copy of your organizations operating budget.
6. **The original signed application plus seven (7) photocopies of all application materials must be delivered on or before the due date in order to be considered for review. No exceptions are made.**

**COMMUNICATIONS:** Inquiries about grant projects, clarification on the above guidelines and information on other Foundation scholarships or programs can be directed to:

**Mailing Address:** Eula Tatman, Vice President  
Community Foundation of Northeast Alabama  
Post Office Box 1826  
Anniston, Alabama 36202-1826

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