



Thank you for your request for a copy of our grant application. The Mecosta County Community Foundation was organized in 1989 to improve the quality of life for Mecosta County residents by attracting, accepting and managing charitable gifts and bequests from many sources to meet the needs of the community.

The vehicle used for the disbursement of these monies is the "Mecosta County Fund". This Fund is a component of the Fremont Area Community Foundation in which monies are held for the exclusive benefit of the Mecosta County Community Foundation.

The monies available for distribution as grants primarily represent the net earnings on the principal of unrestricted discretionary funds or restricted funds which individuals have designated for specific purposes. The Foundation grants these available funds to qualified charitable organizations.

Grant requests will be considered for projects designed to address community needs in the areas of the arts, education, health, environment, social services, community development and the conservation and preservation of historical and cultural resources.

To apply for a MCCF grant, please complete the enclosed form, the narrative, and the Project Proposed Budget form as well as providing the needed attachments. We must receive five copies of your application and accompanying forms by our grant deadline. We have two grant deadlines each year: April 1 and October 1.

Sincerely,

Isabel Kempton
Grant Committee Chair
231.972.8518

Mecosta County Community Foundation

Grant Guidelines

The Foundation recognizes the need to be flexible in its policies so that it can respond to creative or innovative proposals. However, grant funds are limited and not all proposals can be funded. The following areas are some of those that will be considered when grant requests are reviewed.

1. Priority will be given to programs with the greatest impact on the needs and growth of Mecosta County.
2. Organizations must be tax exempt under Section 501(C)(3) of the U.S. Internal Revenue Code.
3. Applications from tax supported organizations may be considered if the project is of an exceptional benefit to the people of Mecosta County.
4. Grants generally are given one time only, for a specific purpose.
5. Grants will not be made for operating expenses.
6. No grant money may be used for political campaigning or lobbying.
7. Applications from religious organizations may be considered if the project meets a charitable need, is available to anyone regardless of religious preference, and if there is no evangelizing.
8. The Foundation operates without discrimination as to age, race, sex, religion, political affiliations, handicap, ethnic or national origin in considering grant requests, and will award grants only to applicants which do not discriminate in any of the same areas.
9. See the next page for the special Guidelines for the Healthy Youth and Senior Fund Grants.

Grant Application Attachments Needed:

1. Grant Cover Sheet provided, with both required signatures.
2. Grant Budget Form provided, plus:
 - explanation of any financial participation by other sources.
 - specific proposed use of Mecosta County Community Foundation funds.
 - explanation of how the budget figures were determined.
3. Narrative stating the needs or problems being addressed, plus:
 - Description of the target population and how it will benefit.
 - Number of persons served by the project.
 - Description of the project's goals and objectives, plus it is new or ongoing.
 - Timetable for implementation of the project.
 - Other organizations participating, if any, and their role(s) in the project.
 - Names and qualifications of key project staff and volunteers.
 - Long term strategies for funding the project after the grant money is exhausted.
 - How the project results will be defined, measured and evaluated.
4. Copy of a current IRS letter confirming 501(C)(3) tax exempt status.
5. List of the organization's governing board members.

HEALTHY YOUTH AND SENIOR FUND

This special fund permits the awarding of grants to eligible charitable programs run by non-profit organizations, schools or local units of government. Eligible programs are those that would improve the health of youth and seniors, which may include, but are not limited to programs that focus on health and nutrition, family counseling, early childhood development, smoking prevention and cessation, day care, preschool and after-school care.

The priority areas are as follows. The first five are for healthy youth and the second five for healthy seniors.

- Smoking prevention and cessation, and substance abuse
- Violence and conflict resolution
- Access to dental care
- Community alternatives for Recreation
- Child Care
- Pharmaceuticals (e.g., access, costs, medication interactions)
- Preventing and managing chronic disease (e.g. cancer, heart, lung, stroke)
- Long Term Alternatives (assisted living, respite care, family caregiver support)
- Mental Health and Aging (e.g. age discrimination, continuing opportunities)

Programs that have demonstrated successful outcomes (existing programs) will receive 75% of the available funds. The remainder will be used on innovative programs with promising outcomes (new programs). The total funds available for 2009 are \$3,935.

Grant applications should be completed following the guidelines for the MCCF making sure that the applicant notes on the top right-hand corner of the cover sheet that the application is for the Healthy Senior and Youth Fund. The grant application deadlines are April 1 and December 1.

MECOSTA COUNTY
COMMUNITY FOUNDATION

GRANT APPLICATION
Cover Sheet

Date of Application _____

Legal Name of Organization Applying: _____
(Should be the same as on IRS Determination letter and as supplied on IRS Form 990)

Executive Director: _____

Contact Person/Title _____
(If different from Executive Director)

Address (Principal/administrative office) _____

City/State/Zip: _____

Phone Number: _____ Fax Number _____

Email: _____

Project Name: _____	
Purpose of the Grant (one sentence) _____	

Amount Requested: \$ _____	Total Project Cost \$ _____
Dates of the Project: _____	

Signature, Chairperson, Governing Board _____
Date

Typed Name and Title

Signature, Staff Head of Organization _____
Date

Typed Name and Title

Project Proposal Budget

Please feel free to add or delete line items to customize this budget format to your project. This budget should be specific to the project and reflect both income and expense in the appropriate columns. Please provide a brief description or explanation of line items as needed in a separate budget narrative. Income and expense should balance in each column.

	The Mecosta County Community Foundation	Your Organization	In-Kind	Other sources (list individually)	Total
PROJECT INCOME					
Grants					
Contributions					
Fees					
Total Income					

PROJECT EXPENSE					
Salaries (titles & % of time on project)					
Benefits					
Consultants (list title & hours)					
Travel					
Office supplies					
Printing/copying					
Postage					
Rent					
Utilities					
Audit					
Materials					
Equipment (list)					
Total Expenses					

Please provide itemized details for all line items as needed in the budget narrative.

