



2020 COMMUNITY ENHANCEMENT GRANT APPLICATION

Name of Organization: _____

Contact Person: _____

Phone Number: _____

Email: _____

Project Name: _____

Project Cost/Estimate: \$ _____

Summary of Project (Include date of event, if applicable; scope of project, time project would start):

How will this help/enhance the Delaware County Community?

**Please remember to include your presentation packet with this application.

Greetings! Our office is preparing for the Community Enhancement Grant presentations. There have been changes made to the requirements to be considered for presentations before the Commissioners. Please be sure to read through the resolution fully for more detail.

You may begin to submit your presentation starting March 2, 2020. Submissions made after March 26, 2020 at 5:00 P.M. will not be considered. Please email your application and presentation to: sdinovo@co.delaware.oh.us

REQUIREMENTS, PROCESS AND PROCEDURE FOR AWARDING COMMISSIONERS' COMMUNITY ENHANCEMENT GRANTS TO DESERVING DELAWARE COUNTY CHARITABLE AGENCIES

Mission Statement

The Delaware County Board of Commissioners desires to enhance the quality of life in Delaware County by awarding limited monetary grants to deserving charitable agencies within the county on the basis of the agencies' needs and the direct benefit they provide to the community. These grants will provide nonprofit organizations in the County a financial resource to complete specific projects designed to improve the delivery, quality, and efficiency of programs and services to Delaware county residents.

Fund Availability for Grants

The total amount available for grants will be determined as part of the annual budget prior to the application period. There will be no limit on the number of agencies allowed to apply, but the funding available will not increase or decrease based on the number of qualified applications. Additionally, there is no requirement that all the funds appropriated to this program shall be spent, therefore if there are not enough eligible projects to utilize the funds available, the remaining funds may be re-appropriated to other purposes in that fiscal year.

Application for a grant is no guarantee of funding. Each year there are more applicants and increases in the total amount requested. These grants are considered competitive and failure to receive funding in the current year does not preclude an organization's ability to apply in future years.

The awarding of community enhancement grants is within the sole discretion of the Board of Commissioners and will be made only upon consideration of written applications, and subject to the requirements and criteria set forth below.

Charitable Agency Definition

An eligible *charitable agency for this program* is defined as a not-for-profit corporation organized as a 501(c)(3) by the IRS OR an organization whose funds are managed by The Foundation for Delaware County which maintains a 501(c)(3) status for other organizations to take advantage of to support their charitable causes

"To be tax-exempt under section 501(c)(3) of the Internal Revenue Code, an organization must be organized and operated exclusively for exempt purposes¹ set forth in section 501(c)(3), and none

¹ The exempt purposes set forth in section 501(c)(3) are charitable, religious, educational, scientific, literary, testing for public safety, fostering national or international amateur sports competition, and preventing cruelty to children or animals. The term charitable is used in its generally accepted legal sense and includes relief of the poor, the distressed, or the underprivileged; advancement of religion; advancement of education or science; erecting or maintaining public buildings, monuments, or works; lessening the burdens of government; lessening neighborhood

of its earnings may inure to any private shareholder or individual. In addition, it may not be an action organization, i.e., it may not attempt to influence legislation as a substantial part of its activities and it may not participate in any campaign activity for or against political candidates.” (<https://www.irs.gov/charities-non-profits/charitable-organizations/exemption-requirements-section-501c3-organizations>)

Agency Qualification Criteria

While any non-profit / charitable organization in the County is welcome to apply for the grant, agencies that meet all or most of the criteria below will be given priority consideration:

1. Provide programs or services that benefit the Delaware County community as a whole, without regard to any recognized protected class.
2. Be structured to support a need within the Delaware County community. Examples include: health, safety, morals, nutrition, families, children, education, senior citizens, finance, transportation, environment, culture, and neighborhood enhancement.
3. Maintain their respective 501(c)(3) status with the IRS.
4. Comply with all Ohio laws applicable to charitable agencies and is an agency eligible to receive funds appropriated by the Commissioners as defined under the following Ohio Revised Codes: 307.23, 307.26, 307.692, 307.76, 307.761, 307.85(A), 307.85(B), 1711.22 and 307.698.
5. Be directed by an active board of trustees who have no material conflicts of interest.
6. Have been in existence for at least three (3) years prior to application.
7. Have a stated policy of non-discrimination and comply with all federal and state laws and regulations on non-discrimination and equal opportunity.
8. Operating revenue of the organization, as reported on the most recent 990 report, must be less than \$2.5 million dollars.
9. Agree to be subject to audit to the extent necessary to ensure compliance with these eligibility criteria.

If there are any questions regarding these criteria and an organization's eligibility, those organizations are welcome to contact the Commissioners' Office by phone at (740) 833-2100

Grant Request Qualification Criteria

Grant requests must meet the following criteria:

1. Project must be ready to be completed within the calendar year of the grant award.
2. Monies requested must not be used to fund operating expenses.
3. Requests are limited to one project per agency. Requests made for multiple projects with the intent for the Commissioners to choose one, or multiple projects, will not be considered.

Priority for awards will be given to those organizations that have a project that can be considered a "one time" project or capital improvement that enhances the community or the organization's ability to serve the County.

Consideration may be given to those organizations that have not received funding in the past in an effort to spread these funds to as many organizations as possible. While winning an award will not disqualify an agency from receiving an award in the current fiscal year, it will be a consideration made by the Commissioners during the deliberation process.

Community Enhancement Program Advertising and Timeline

The request for grant applications will be advertised in the local newspaper(s), on the Commissioners' website and on social media (e.g. Facebook, Twitter, etc.). In addition to these public notices, emails (if an email address is on file) or letters will be sent to prior award applicants to let them know that applications are being considered. The application notice will include this document and a required cover page that must be submitted with the application. (See Exhibit A). The application period will be open for three weeks. Once the applications period is closed, the grant requests will be reviewed and presented to the Commissioners. Within three weeks of the application period close date, the Commissioners' Office will determine which projects meet the criteria set forth in this document, and those agencies with eligible projects will be invited to a Commissioners' work session to provide a 15 minute presentation to the Commissioners about their project. Please note: the 15 minutes will include question and answer time with the Commissioners. Within four weeks of that presentation, the agencies receiving grant awards will be notified and the projects being funded will be announced publically.

Grant applications will not be considered if submitted after the deadline. All materials that will be presented to the Commissioners during the 15 minute presentation must be submitted with the grant application.

Grant Funds Distribution

Awards made by the Commissioners are considered reimbursement grants. Once the agency expends the funds, they will submit an invoice to the Commissioners' Office for reimbursement. The reimbursement request will include the invoice paid in relation to the project and proof of payment (cancelled check, bank statement, etc). Please note: the Commissioners' Office will not pay the contractors or other payees for the projects directly. Funds will only be dispersed to the agencies awarded grants and only after those agencies have paid the appropriate payees.