



Applying for a grant through the HILLSBORO COMMUNITY FOUNDATION

The Hillsboro Community Foundation (HCF), an affiliate of Central Kansas Community Foundation (CKCF), was established to promote and facilitate charitable giving in support of project/programs that enhance the quality of life in Hillsboro, Kansas.

The 2018 Hillsboro Community Foundation Grant cycle aims to support organizations with project/programs that directly impact the community of Hillsboro. The project/program should be designed to meet a need or enhance Hillsboro. Approximately \$19,800 in grant monies are available for distribution this year through the Hillsboro Community Foundation Grant cycle. The *Hillsboro Impact Fund* has approximately \$13,000 available for the purpose of supporting charitable project/programs that benefit those in the Hillsboro community. The *Kansas Health Foundation Fund-Hillsboro* has approximately \$6,800 to underwrite solutions to local health issues and for the protection and promotion of the health and well-being of individuals and their communities through the encouragement of healthy lifestyles, behaviors, and environments.

Applications must be submitted online @ <https://centralkansascfgrants.communityforce.com>

FUNDING REQUESTS SHOULD NOT EXCEED \$2,500.

**THE GRANT APPLICATION MUST BE SUBMITTED BY 5 P.M. ON
Wednesday, January 9, 2019.**

All submissions are subject to the process, procedures, and rules of both the Hillsboro Community Foundation and Central Kansas Community Foundation.

Upon review by the HCF Grant Selection Committee, additional information may be requested for clarification.

Criteria for Funding Proposals

Who can apply?

Qualified applicants must possess a 501(c)(3) status under the Internal Revenue Service code, be exempt under statute (i.e. educational institution, church, city, or county), or be formally linked to an organization with such designation. Management of the organization should be in the hands of reliable, ethical, and experienced personnel. If the organization was funded in the previous year they MUST submit a follow-up report. Grants may not be awarded retroactively for project/programs. Please ensure that the project/program will not occur until after grants are estimated to be made. If the project/program has already happened or will happen prior to when grants will be made, it is not eligible. The project/program must be completed by November 1, 2019, unless other considerations are shared prior to project/program completion.

Which project/programs will be given priority in funding?

- **Need** – Project/programs where there is an evident need and the organization is in a key position to meet that need.
- **Feasibility** – Project/programs that present a well-thought-out strategy for achieving goals with a cost-effective budget.
- **Collaboration** – Project/programs that utilize resources to optimize shared goals of multiple organizations.
- **Effective Organizations** – Project/programs that expand or improve the services of established organizations.
- **Outcomes Measurement** – Project/programs with reasonable and effective measurement or evaluation tools to demonstrate impact of outcomes.
- **Innovation** – Project/programs that represent new and promising approaches to unmet community needs.

If you have questions or need further information, please contact

Bonnie Darwin, HCF Director, at director@hcfoundationks.org or 620- 947-0170 or
Brenda Sooter, CKCF Program Officer-Grants, brendasooter@centralkansascf.org or 316.283.5474.

Frequently Asked Questions

What is your average grant amount?

Grant amounts and limits may vary from year to year. Successful applicants will have a range and variety of needs specific to their individual grant request. As the funds grow so will the available amount to grant. The Foundation will award grant requests for 2019 up to a limit of \$2,500 per grant.

Will you truly consider operating expenses?

Yes, we will consider operating expenses as long as the organization shows that the request meets one or more of the following criteria: urgency or immediacy to address a critical need, excitement because it is a bold, new venture, creativity in providing new solutions to age-old problems.

Does the application have to be submitted online?

Yes, completed applications must be submitted online. Please login at <https://centralkansascfgrants.communityforce.com>

Do you try to select new organizations for grants from year to year?

The Hillsboro Community Foundation Grant Selection Committee looks at every application each year. We do not choose to rule out an organization because of previous funding received or not received. We are looking for project/programs that address the criteria on the application.

Do you fund multi-year proposals?

The Hillsboro Community Foundation will consider funding some multi-year proposals. These will not be a common practice and must present compelling information about the necessity of a multi-year grant.

Will you provide all of the funding for a project/program?

The Hillsboro Community Foundation feels that supporting 100% of the funding for a project/program is not a wise investment of Fund dollars, although "sweat equity" will be considered as a contribution from a group or organization.

We are not an established 501(c)(3) charitable organization. Will you consider our request?

Requests can come from organizations exempt under statute (i.e. educational institution, church, city, or county) or be formally linked to an organization with such designation as long as they meet the criteria of meeting a community charitable need.

If our organization was funded in the previous year, do we have to submit a follow-up report?

Yes, you have a follow-up report that is due after notification of funding. You will be asked on your application if this has been submitted. If it has not, to even be considered eligible, your follow-up report must be submitted.

Please contact Brenda Sooter, Program Officer Grants @ brendasooter@centralkansascf.org or call 316-283-5474 for the online link to the follow up report.