



The Louise Sheets Fund Grant Guidelines

The Community Foundation of Shelby County welcomes grant requests from organizations in and serving the Botkins, Ohio area.

Grant making Criteria for the Louise Sheets Fund

- Funds will be utilized within the geographic boundaries of the Botkins, Ohio School District and/or will benefit a wide range of residents living within the Botkins School District.
- Encourages more efficient use of community resources and promote coordination, cooperation and sharing among organizations and does not duplicate services.
- Includes a thoughtful, reasonable plan for obtaining continued financial support from internal and/or external sources once Foundation grant monies are expended.
- Requesting organization has obtained an IRS 501(c)(3) tax-exempt status. Consideration will be given to not-for-profit organizations that do not have a 501(c)(3) ruling, but are conducting charitable projects and are registered as an Ohio nonprofit corporation with the Ohio Secretary of State. Organizations without a 501(c)(3) status may also apply through a fiscal agent (a 501(c)(3) or governmental entity that receives and administers a grant on your behalf).
- Projects requiring multiple-year funding will be considered. Requests for small grants are also welcome.

There are restrictions on the scope of activities the Foundation is able to support. In general, The Foundation does not *typically* make grants from its unrestricted and field of interest funds for:

- General support
- Individuals
- Religious organizations for religious purposes intended to primarily benefit their congregation.
- Political organizations or political action committees for political purposes
- Endowments
- Specific scientific, medical or academic research
- Annual fund raising campaigns from existing organizations

To Apply for a Grant

- Complete an online Louise Sheets Fund Grant Proposal. Find the proposal at www.commfoun.com. On the Grants tab in the Louise Sheets Fund section to find the application link to be directed to the online application.
- All applicants must complete Level 1 of the application and provide written explanation of the request, whom in the Botkins community will benefit and attach 1-2 price quotes from vendors or contractors. In most cases, two price quotes are preferred.
- Organizations requesting \$10,000 or more will be required to complete Level 2 to include more information, a board list and a financial statement.
- Limited attachments such as a photo, drawing, or letter of support from cooperating entities are welcome.
- All grant proposals and supporting documents must be submitted online and by the deadline.

If you have any questions about Community Foundation grants, please contact Juli Smith, Scholarships and Grants Manager at (937) 497-7800 or email to jsmith@commfoun.com