



# Coleman County FOUNDATION

*Helping those who serve others.*

## Grantee Information

Since its beginning in 1999, the **Coleman County Foundation** has awarded over \$949,000 to charitable, community organizations to enhance the quality of life in Coleman County. Over this next year, there will be two opportunities for agencies to apply for grants from the Foundation. The Coleman County Foundation Board will conduct the first grant cycle in the fall of 2019, with awards being announced in December. The Foundation's spring cycle is conducted by the ***Friends of the Coleman County Foundation***, a volunteer and support group, which will review applications and make awards in March 2020. Agencies may apply for both cycles. The Foundation will consider funding for special projects, innovative programs, equipment, and building needs.

### Grant Criteria

The chances of your agency's request being funded are substantially increased if the project:

- ◆ Promotes economic self-sufficiency of Coleman County;
- ◆ Proposes practical solutions to problems;
- ◆ Promotes volunteer participation and citizen involvement;
- ◆ Could not be accomplished with other sources of support;
- ◆ Is responsive to changing or emerging needs;
- ◆ Leverages or generates other funding or resources;
- ◆ Promotes cooperation among Coleman organizations without duplicating efforts;
- ◆ Addresses prevention as well as assistance for a problem.

Consideration is also given to the capability of the agency and its personnel to achieve expected results, the adequacy and professionalism of the budget, and the support and cooperation of agencies involved in similar projects. Site visits will be arranged if necessary or desired.

Generally, grants will not be awarded for the following:

- ◆ Maintenance expenses
- ◆ Medical or scholarly research
- ◆ Membership fees;
- ◆ Ticket sales for charitable fund-raising events;
- ◆ Church related activities unless they involve the entire community;
- ◆ Travel for groups, such as school classes, clubs, or sports teams;
- ◆ Capital debt reduction;
- ◆ Deficit budget expenses;
- ◆ Individuals;
- ◆ Political projects.

## Grantee Information

### Limiting Factors

The Foundation does not consider more than one proposal from an organization in the same grant cycle.

### Grant Size:

Coleman County Foundation: \$1,000 to \$15,000

Friends of the Coleman County Foundation: \$1,000 to \$5,000

### Proposal Deadlines:

Coleman County Foundation Grants: October 4, 2019

Friends of Coleman County Foundation Grants: March 6, 2020

### Proposal Checklist:

In order for your proposal to be considered, please submit the following:

- Proposal Cover Sheet (provided online)
- Cover Letter
- Proposal Narrative (One to three pages)
  - Brief history of your organization
  - Need(s) addressed
  - Program or project purpose and how it will address the need(s)
  - Your organization's qualifications to address the issue
  - Contribution of all parties, if the project is a collaborative one
  - Timetable for the proposed project/program
  - Plans for evaluation and the outcomes that are expected
  - Plans for continuation of the project/program, if applicable
- Financial Report Form (provided online)
- Bid Form, if requesting equipment (provided online)
- A copy of the IRS 501 (c) (3) tax determination letter or fiscal agent's letter
- List of Board of Directors
- List of salaried and volunteer staff members
- Balance Sheet (provided online)
- Project Budget Sheet (provided online)

**Please mail or 15 copies (3-holed punched) of the proposal to:  
Coleman County Foundation, PO Box 700, Coleman, Texas 76834 or hand deliver to  
Chamber of Commerce, 218 Commercial, Coleman, Texas.**

***For more information please contact Michelle Parrish  
at (325) 676-3883 or mparrish@cfabilene.org***