

## **GRANT APPLICATION GUIDELINES DRAFT**

- Grants are made throughout the year.
- Notwithstanding this, the Board may choose to defer payment, or to carry forward payment, into subsequent years.
- Grants are made to registered charities or through an affiliate.
- Recipient organizations must demonstrate a strong and committed board, fiscal responsibility, and effective management.
- Grant recipients will be required to complete a grant report showing accountability for the use of the funds within one year. Failure to complete this report may result in the denial of future fund applications.
- Projects must benefit primarily the people of the “Community” (defined as the RM of North Norfolk)
- Applicants must establish that there is a need for their project.
- Grants are awarded for definite purposes and for projects covering a specific period. Grants for ongoing operational funding are not preferred but may be considered at the discretion of the Board.
- Applicants requesting funding for capital projects must demonstrate ongoing ability to operate and maintain the asset.
- Matching or challenge grants may be made in appropriate circumstances.
- Frequency of grants to any one organization may be limited to assure equitable access to support for all organizations.
- Grants to organizations that serve a broader community than that served by North Norfolk Foundation may be considered if the proposed project is deemed to benefit the people in North Norfolk Foundation communities.
- When approving grants, the Board may consider:
  - The likelihood of the project to meet NNF donor wishes and interests.
  - The ability of the applicant organization to fund its own activities.
  - The vulnerability/need of the constituency that the application serves (e.g. children, seniors, persons with disabilities).
  - The likelihood of the project proceeding without NNF funding.
  - The question of whether NNF funding is crucial to the organization’s ability to leverage other support.
  - The number of people who might potentially benefit.
  - The influence the project may have on the future of the community.
  - Geographic distribution of projects being adjudicated.

### ***Preference is given to projects which:***

- Benefit the whole community.
- Encourage more efficient use of community resources.
- Demonstrate new approaches and techniques in the solution of community problems.
- Promote cooperation and sharing among organizations, eliminating duplication of services.
- Effectively utilize volunteer participation.
- Strengthen an organization’s capacity to be sustainable.

### ***Grants are not made to/for:***

- Individuals
- Political activities
- Establish or add to endowment funds.
- Annual fund drives
- Direct religious activities
- Mortgages or deficit reduction
- Specific medical or scientific research projects
- Scholarships or bursaries (Scholarship endowment funds are administered separately)
- Projects completed before the grant decision takes place.