



## COMMUNITY FOUNDATION OF RUTHERFORD COUNTY

### Discretionary Grant Schedule & Application Criteria

#### Discretionary Grants

Discretionary Grants (“DG”) are awards made at the sole discretion of Community Foundation of Rutherford County’s (“Foundation”) Allocations Committee subject to final approval by our Board of Directors. These discretionary funds are used to support charitable programs and initiatives furthering our Foundation’s mission in Rutherford and Cannon Counties of Tennessee. DGs are not restricted by donor-imposed conditions, allowing our Foundation to respond to evolving community needs while ensuring all funds are used for charitable purposes consistent with IRS §501(c)(3) requirements.

#### Schedule

DG Timeline (*Tentative, subject to change\**)

<b>June 15 – July 15</b> Application Process Opens/Closes	<b>July – September</b> Applications Review Process	<b>October</b> Awards and Declinations sent to Nonprofits	<b>November</b> Discretionary Grant Awards Processed & Distributed
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#### Grant Applicants Process

- CFRC – manages the DG process and the following criteria must be met to qualify.
  - Application process is managed through [cfrutherford.org](http://cfrutherford.org) under the heading Grants.
  - DG requests are only accepted through our electronic grant application platform at [cfrutherford.org](http://cfrutherford.org) or through email at [info@cfrutherford.org](mailto:info@cfrutherford.org)
  - DG Limit – DG Limit – \$7,500 maximum, with the average grant ranging from \$2,500–\$5,000\*  
*\*CFRC reserves the right, at its sole discretion, to approve grant awards exceeding the stated maximum when extraordinary circumstances justify additional funding.\**

#### Eligible

- Must be a member of GivingMatters® (*see GivingMatters.com section below for more information*).
- Nonprofit organizations chartered in Tennessee obtaining an IRS determination letter declaring their organization a public charity exempt from Federal Income Tax under Sect. 501(c)(3).
- Nonprofit organizations must be headquartered in and serving Rutherford & Cannon counties.

#### Ineligible

- Nonprofits operating for two years or less or nonprofits with operating budgets below \$50,000.
- Nonprofit organizations headquartered outside of the geographical area defined as Rutherford and Cannon Counties (*i.e., physical address/office and no local staff*).
- Private/Family Foundations

- Private Schools (*K-12th grades*)
- Grantmaking Organizations (*Funds cannot be used to re-grant to another grant-making organization*).
- Houses of Worship (*as defined by the IRS*)
  
- Note: Our Foundation will not make discretionary grants to any organization not providing direct services or intending to use these funds to support other nonprofits. Unless there is compelling evidence showing such support is vital to the success of a program meeting priority needs, Community Foundation of Rutherford County's unrestricted and field-of-interest funds are highly unlikely to support:
  - Administrative/General Operations
  - Administrative expenses not to exceed fifty percent (50%) of the total program funding request
  - Advertising/Sponsorships
  - Annual Campaigns/Endowment Campaigns
  - Biomedical or clinical studies; other than those related to brain cancer, breast cancer and organ transplantation
  - Capital Campaigns (*i.e., new buildings, autos, buses, office renovations or remodeling, etc.*)
  - Debt retirement or restructuring
  - Equipment for general operations, unless mandated by the State of Tennessee (*i.e., appliances, trailers, sprinkler systems, etc.*)
  - Technology for general operations (*i.e., telephones, computers, copiers, etc.*)
  - Events/Receptions (*including food, rentals, etc.*)
  - Federated fund drives
  - Fundraising events/Fundraising feasibility studies
  - Lobbying activities/Political activities
  - Commissioned studies to educate policy makers and advocates.
  - Multi-year programmatic grants
  - Purposes/Services outside our above geographically defined service area
  - Public agencies for mandated services
  - Programs of a religious nature or programs requiring participation in religious activities or adherence to a particular set of beliefs as a condition for receiving services
  - Replacement of Government Funding
  - Scholarships, Stipends, or Incentives to participate
  - Trips and/or conference attendance (*including registration fees, travel reimbursements, etc.*)

### **GivingMatters® Requirements**

- All 501(c)(3) nonprofits must have a full and updated nonprofit profile in GivingMatters.com.
- Only organizations with full and updated/accurate profiles will be considered for funding.
  - All information must be accurate and up to date by July 1 in the following sections:
    - Governance: Board List and Term Dates
    - Management: Tennessee Charitable Solicitations Permit Expiration Date
    - Financials:
      - Fiscal Year Dates, Income/Expense Projections, Form 990s, Financial Statements
    - Other Documents:
      - Current Organizational Budget
      - Reliable contact information for Grantseekers
      - NOTE: All profiles must be complete and up to date by July 1.
- Government entities (*i.e., libraries, schools, etc.*) are exempt from the GivingMatters.com requirement.

*\*Disclaimer: Community Foundation of Rutherford County reserves the right to change or modify its policies, procedures, grants, or discretionary grant programs without prior notice.*