

The Robert E. Frazier Tri-City Area Charitable Grant Foundation, LLC

GRANT GUIDELINES

About the Foundation

The Robert E. Frazier Tri-City Area Charitable Grant Foundation, LLC (hereinafter referred to as the Foundation) is a private Foundation which makes grants for charitable purposes to certain domestic organizations exempt from tax under Internal Revenue Code Section 501(c)(3) and recognized by the Internal Revenue Service as a public charity under Section 509(a)(1) or 509(a)(2) or for exclusive public purposes to governmental units included in Section 170(c) of the Internal Revenue Code. The Foundation is governed by a board of five directors, and these directors make the final decision on all grants and expenditures made by the Foundation.

Grants Made by the Foundation

The Foundation makes grants to qualified organizations that benefit the city and citizenry of Cumberland, Kentucky, as well as the tri-city area of Cumberland, Benham and Lynch, Kentucky.

The Foundation will make its grants in the following forms as appropriate for the project proposal and the project time line. Be specific about the form of grant you are requesting.

- One-time grants, which are single-year grants for a specific purpose;
- Multiyear grants, which are commitments for funding to be paid in increments over a period no longer than three years;
- Start-up program grants; and
- Challenge or matching grants. (Note that grant proposals that have matching funds available are given preference over proposals without matching funds. All capital projects in excess of \$100,000 must have other sources of funding to cover at least 50 percent of the project.)

Grants That the Foundation Will Not Make

The Foundation will not make the following types of grants. Any request for funding for these purposes will be denied.

- Grants to individuals for any purpose;
- Grants to religious organizations for religious purposes;
- Grants to domestic organizations for funds spent outside of Cumberland, Benham, and Lynch, Kentucky, or the immediately surrounding area;

- Grants to international organizations that do not have a qualified domestic § 501(c)(3) representative;
- Grants to private foundations (other than operating foundations);
- Grants to endowments or other discretionary funding pools;
- Grants for dinners, balls, or other ticketed events;
- Grants for political purposes;
- Grants for lobbying activities; and
- Grants for purposes outside of the Foundation's funding priorities as listed in the prior section.

Application Procedure

Applicants must provide all required information in applying for a grant as set forth in the attached Grant Application Instructions. These applications must be delivered to the Foundation, or postmarked, by the following dates:

<u>Meeting Date</u>	<u>Deadline for Submission of Grant Request</u>
May	April 30
November	October 31

Grant applications must contain:

- A one-page cover letter summarizing the project, the amount requested, and the time table for the project;
- A completed grant application; and
- All attachments listed on the application form.

The Foundation will notify you if additional information is required for your grant application package. The Foundation reserves the right to hold consideration of incomplete grant requests until the next grant consideration date at the discretion of the Foundation president.

Applications for grants should be submitted by mail delivery, overnight mail delivery, or hand delivery to The Robert E. Frazier Tri-City Area Charitable Grant Foundation, LLC, c/o Tri-Cities Heritage Development Corporation, 506 West Main Street, Cumberland, Kentucky 40823.

Form of Proposal

Applicants must submit seven copies of the grant proposal. These proposals should be bound in a secure, but non-bulky, fashion. Do not submit grant proposals in three-ring notebooks or other large packages.

All proposals are limited to 20 pages in length. This page limit does not include required attachments.

Frequency of Application

The Foundation receives numerous grant requests and is unable to fund all projects, even though those projects may be well-designed and well-conceived. Applicants may make only one application per year, whether successful in receiving a grant or not.

Other Requirements

Organizations receiving funds from The Robert E. Frazier Tri-City Area Charitable Grant Foundation, LLC must provide a certified statement that the funds received from the Foundation have been used for the purpose intended. This statement, which must be signed by the recipient's chief executive officer and, if applicable, chief volunteer officer, must be filed with the Foundation no later than 3 months after the end of the specified grant period.