

Dear Grant Applicant

Below is a grant application, an evaluation sheet, a copy of the distribution policy.

1. The Board of Directors for the CCF LLC meets quarterly to consider grant applications. The meetings are set for the first Thursday of February, May, August and November. Please submit your application two weeks ahead of time for consideration.
2. Tax-exempt organizations: such as schools, City of Cairo or its agencies, complete sections A, B and C. (Tax-exempt organizations have an IRS tax-exempt letter and a number, which may be 47-_____.)
3. Non tax exempt organizations: grants will be made through a tax-exempt organization, which consents, to such an arrangement. Please complete section A, B, and D.
4. A representative from your organization must attend the Board meeting to explain the purpose of the grant request and to answer questions.
5. After the program or project has been completed please write a brief evaluation on the enclosed form and plan to attend the next Board meeting to report on the program/project (this will help the Board in evaluating future grant requests).
6. Return the Application / Evaluation to a Board Member or to the Cairo Community Foundation, Box 456, Cairo, NE 68824.
7. We ask for your support of the Cairo Community Foundation LLC It is only through the generous support of our Donors that funds are available for these grant requests.

If you have any questions please contact a Board Member for further help.

Sincerely,

[The Board of Directors](#),

Cairo Community Foundation LLC.

Revised November 2014

Cairo Community Foundation LLC

Grant Application
PO Box 456, Cairo, NE 68824

A. GRANT APPLICANT:

Applicant: _____
Address: _____
Responsible Officer: _____
Phone: _____

B. PROPOSED PROGRAM / EVENT / PROJECT:

Title: _____ Director: _____
Date of Event (Time period) _____
Site of Event: _____
Category: Civic ___ Cultural ___ Education ___ Health ___ Welfare ___
Estimated number of people who will benefit: _____ Narrative
description of the event: (may continue on back):

Total Costs of program/project:
(breakdown of proposed expenses)

Income Sources:
Requested Dollars for Grant: _____
Required date of payment: _____

C. Is your organization a tax-exempt organization? _____
IRS Number _____ Articles of Incorporation _____
Date incorporated _____ List of officer's _____
Directors _____ Current Agency Budget _____ Source of Funds _____ **D.**
If your Organization is not tax-exempt status, which Exempt Organization will receive the
funds? _____
Who should the funds be payable to? _____
Applicant signature: _____
Recipient signature: _____

Evaluation Sheet

Cairo Community Foundation LLC
PO Box 456, Cairo, NE 68824

Program/Event/Project:

Title: _____

Date: _____

Category: Civic ___ Cultural ___ Educational ___ Health ___ Welfare ___

Number of Individuals who benefited: _____

Narrative Description of event (May continue on back; include benefits and results of the program)

Costs of the Event: _____ Is
a similar type of program planned for next year: _____

Other Comments:

The Board of Directors would like a follow-up report at the Annual Meeting (posters, pictures etc.) held in the fall. This helps inform members of the activities supported by the Foundation.

Applicant signature: _____

DISTRIBUTIONPOLICY

In making grants, the Board of Directors of the Cairo Community Foundation is guided by the following general policies.

1. Grants are made for such charitable or educational purposes as will, in the discretion of the Board of Directors, promote, and inspire the future growth of the citizens of Cairo Nebraska and vicinity.
2. The Board operates no programs or agencies of its own. It is entirely a grant-making organization working through other Institutions qualified to receive grants from the Foundation.
3. The Board will consider applications for grants in five basic areas of interest: Civic, Cultural, Education, Health and Welfare. The Foundation is willing to consider any request for a grant which

promises to make a significant contribution in any of these areas within the Cairo area. Profitmaking enterprises and political activities are, of course, excluded.

4. The Board is particularly interested in innovative programs which can exert leverage or a multiplier effect, or which, through research, planning, or evaluation may contribute to the solutions of important community problems. Because of the far greater demand for financial support than resources are available, all community trusts seek to find other funding bodies which will join with them in "partnership" in many of the grants that are made.
5. All grants are made only to non-profit, federally tax-exempt qualified organizations. The Grand Island Community Foundation will only issue checks to a qualified tax-exempt organization. Therefore, if your organization does not have this official status you must work with a qualified organization to receive the funds (such as with the school of a church).
6. No grants are made directly to individuals.
7. Grant requests are not accepted that target individual/individuals to attend various programs sponsored by the local schools. Grant requests that benefit the student body will be accepted: will entertain requests for programs that benefit a whole class, the whole student body, and for requests that will affect future student needs.
8. No grants are made to support current operating budgets of agencies except for limited experimental or demonstration periods in the form of "seed" monies or when the terms of designated or restricted funds require it. No grants are made to provide for deficit financing.
9. The structure, function and operational requirements of a community trust are unlike other fund-raising benevolent institutions and serve a definite purpose within a given community unlike other institutions. For this reason the Cairo Community Foundation does not make grants which will be in conflict with the grant making processes of other community supported agencies.
11. A representative for the requesting grant should be present at the Board meeting to explain the grant and answer questions.

The Board of Directors meets quarterly; the first Thursday, February, May, August, and November. All Applications must be approved by the Board of Directors. A Grant Application is available on line at www.cairocommunityfoundation.com, Village of Cairo Office, or from any Board member. The application must be completed and returned (prior to the quarterly meetings) to a Board Member or to the Foundation, P.O. Box 456, Cairo Nebraska 68824.

To make future grants we ask you for support, by remembering the Foundation when making memorial gifts, or a gift to the general fund at any time. Only through donors' generosity are funds available.

