



**ROCHELLE AREA COMMUNITY FOUNDATION  
GRANT POLICIES & PROCEDURES  
Grant Year 2016**

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### ***Community Needs Grants***

Community Needs Grants are awarded on a competitive basis to non-profit agencies, organizations or governmental entities that are exempt from state and federal tax, and serve the needs of individuals residing in the Rochelle Township High School District.

Grants are awarded once per year in the areas of arts & culture, education, health & community services and community development.

#### **Preference will be given to grant applications that:**

- Respond to current, emerging, and/or increasing needs.
- Encourage and enhance cooperation and collaboration among organizations.
- Strengthen volunteer participation and citizen involvement in community concerns.

#### **Each Grant Request will be evaluated based on the following:**

- Potential impact of the request and the number of people who will benefit.
- Identification of a clear need.
- Capacity of the organization or individual to carry out the Grant Request.
- Degree to which the request works with or complements other community organizations.
- Ability of the applicant to obtain additional funding that may be needed to complete the project.
- Ability to provide ongoing funding once the grant is expired.

#### **The Rochelle Area Community Foundation does NOT generally fund:**

- Annual fund drives, capital campaigns, or general solicitation requests.
- Requests for emergency funding, financial operating shortfalls, or debt retirement.
- Individuals and for-profit entities.

#### **Grant Summary / Progress Report for Previous Grant Awards: (Required)**

All previous recipients of Rochelle Area Community Foundation Grant Awards **"MUST"** submit a **Grant Summary/Progress Report** by January 31st, 2016 or future grant applications will not be considered. Summary/Progress report forms are available by downloading from our website:

[www.rochellefoundation.org](http://www.rochellefoundation.org)

#### **Grant Application Requests for Funding must include:**

A completed **Grant Application Form** along with all other requested documentation stated on form.

Please review and submit all required correspondence  
by **Tuesday, March 1, 2016** at [www.rochellefoundation.org](http://www.rochellefoundation.org)

**Late Grant Applications will not be accepted.**

All applicants will be notified of final decisions once the Grant selection process is complete.

Inquiries may be directed to Kim Montgomery, Executive Director at 815-561-3600, or [kim@rochellefoundation.org](mailto:kim@rochellefoundation.org)

Update: 1/2016