



## GRANT GUIDELINES

**One** copy of the original grant application, all stapled, **must be in the RDA office by 5:00 p.m.**, on the **DEADLINE** date, or the last business day **preceding** the deadline date if it falls on a holiday or weekend. No late submissions will be accepted.

**DEADLINE: March 31, 2017**

### TYPES OF ACTIVITIES FUNDED

- ❖ Economic Development
- ❖ Tourism, Riverfront and Neighborhood Development
- ❖ Education
- ❖ Arts, Culture, Heritage
- ❖ Human/Social Services

### EXAMPLES OF SUPPORT AWARDED

- ❖ Capital Funding
- ❖ Community Event Funding
- ❖ Specific Operating Expense/Program requests
- ❖ Matching Funds/Challenge Grants
- ❖ Endowment Funding
- ❖ Self-Sustaining Initiatives – Strategic Planning, Outside Consulting
- ❖ Special Funding situation requests

### QUALIFICATIONS FOR APPLICANTS

- ❖ Non-Profit organizations must have a valid 501(c)(3) status under the U.S. IRS Code, or be an educational institution or governmental entity. **A copy of the IRS 501(c)(3) designation letter must be submitted with the grant applications.**
- ❖ The organization must provide a current **Certificate of Existence** from the Iowa Secretary of State indicating the applicant is eligible to operate as an Iowa Non-Profit (not applicable to education or governmental subdivisions). Information for obtaining the Certificate of Existence can be found at the Iowa Secretary of State's website [www.sos.state.ia.us](http://www.sos.state.ia.us).
- ❖ Applicants must be located in **Scott County, IA or Rock Island County, IL** and the grant must be used to provide services in or to residents of Scott County, IA.
- ❖ The organization must have available for review **upon request** a copy of its most recent IRS Form 990 filed for its most recent fiscal year, a financial statement for the previous fiscal year prepared by an independent accountant and the organization's budget for the current year for which the grant is sought.
- ❖ Non-Profit applicants must submit an Income Statement and Balance Sheet for the most recent fiscal year AND current year-to-date period.

- ❖ Applicants must submit a listing of current officers and directors of their organization along with their place of residence (City, State).

### **LIMITATIONS**

- ❖ No support of individuals, including scholarships or fellowships.
- ❖ No support for political causes and candidates or lobbying activities.
- ❖ No support to fund operating deficits or recurring operational or personnel expenses other than those for defined specific purposes where evaluation is readily available.
- ❖ Grants awards must be used for the specific purpose outlined in the grant application. Any variance from this original purpose must be approved by the RDA President or the grant award must be returned to the RDA.
- ❖ **No distribution to any organization that has an employee, officer or director who is a member or affiliate of the Iowa Racing and Gaming Commission.**
- ❖ Educational Institutions – All public school grant applications must be submitted through a Principal and forwarded to a District Review Committee which will prioritize all District grant applications for each grant cycle. All applications must be approved by a Principal and the District Superintendent.

### **EVALUATION OF APPLICATION**

Grant Applications are evaluated by the Grant Review Committee, who may seek additional information from applicants or members of the community knowledgeable of the subject area. The Board of Directors makes final decisions on all grants.

Grant applications will be rated on demonstration of need, leverage of other funds or community support, community impact/importance, collaboration with others, and the self-sustainability/strength of the organization.

**Any variance or non-compliance with these guidelines may result in denial of the application from consideration by the Grant Review Committee.**