



FREQUENTLY ASKED QUESTIONS FOR GRANTSEEKERS COMMUNITY GRANTS

- 1. Does my nonprofit organization need a 501(c)(3) designation from the IRS before applying for and receiving grant funding?** Yes. Your organization must have a 501(c)(3) designation or be a government entity in order to apply for and receive funding.
- 2. What is a 501(c)(3) designation and how can I get one?** A 501(c)(3) designation refers to the specific section of the Internal Revenue Service Code that defines a nonprofit organization. For more information on the Code and how to obtain a 501(c)(3) designation, contact the Internal Revenue Service.
- 3. We are a government entity (public educational institutions, libraries, departments of government, etc.). Do we need a 501(c)(3) designation?** No. Government entities will not have a 501(c)(3) designation. It is suggested that you refer to the Grant Guidelines on our website (www.thelcfoundation.org) or contact LCF for eligibility.
- 4. I'm not a nonprofit organization. I'm a person who needs some extra help. Can I apply for a grant?** No. Licking County Foundation makes grants to qualified 501(c)(3) tax exempt nonprofit organizations. We are unable to award grants to individuals, except in the case of scholarships, which are awarded directly to the educational institution on behalf of the students. If you are a student, please visit the Scholarship section of our website (www.thelcfoundation.org). If your family is in need of help, contact 2-1-1 for assistance.
- 5. Who is eligible for a grant?** We welcome grant proposals from nonprofit organizations and government entities located in and serving Licking County.
- 6. Does my organization have to be located in your service area?** No. However, the project must enhance the quality of life for citizens in Licking County.
- 7. Do you fund new organizations?** Yes. We can as long as you have a 501(c)(3) designation and comply with all of our grant requirements.
- 8. Does LCF only fund large organizations or only small organizations?** There is not a "right" size organization, LCF funds organizations in all sizes, budgets and reaches.
- 9. Does LCF fund classrooms in Licking County?** LCF works with the superintendents of each school district to prioritize and request funds for programming in schools. Preference will be given to programs or projects that serve more than an individual classroom within a school or school system. If you would like funding, please contact your superintendent.

10. Does LCF fund local offices, chapters or affiliates of national organizations? Yes.

11. Does LCF fund faith-based organizations? LCF has the ability to fund faith-based organizations. We will not, however, fund any projects of a religious nature or projects that require participation in religious activities as a condition for receiving services.

12. If my organization has received grants in the past, are there limitations to how many years we can receive grants? There is no limit to the number of grants an organization may receive. We do, however, strongly recommend that your organization does not seek continuous funding for the same project year after year. LCF should not be viewed as a source of permanent funding.

13. Does LCF make multi-year grants? No, we do not.

14. What sort of programs does LCF's Community Grant program support? The Foundation has identified several broad categories in which needs exist and for which grant requests are encouraged: arts and culture; education; youth, seniors and families; health and human services; environment and conservation; parks and recreation; community and economic development. The Foundation is particularly interested in proposals that help address areas of need in the community which are currently unmet. Please see our website or annual report for examples of organizations that have received support from LCF's unrestricted and field of interest funds in the past.

15. What size grants does LCF generally make? How much money should I request? The Foundation generally grants amounts in the range of \$5,000 to \$25,000. LCF asks that you request the amount you need for the specific program or project for which you want funding—which may be more or less than this typical range.

16. How often may I apply for a grant, and how many applications can I submit? LCF accepts applications once a year. Your organization may only submit one application.

17. If I know members of LCF's Governing Committee, staff or a donor, does it increase the likelihood that my proposal will be funded if I contact them? No, it does not.

18. Who decides which applications are awarded grants? The Governing Committee has created a Grant Review Committee made up of its members and community leaders who contribute time, thought, and knowledge of our community to the process of reviewing applications. Their recommendations are presented to LCF's Governing Committee for final approval. LCF staff assists the Grant Review Committee by conducting preliminary research and site visits, if necessary.

19. When is the deadline for grants and when are awards announced? The schedule for deadlines and decision-making dates can be found in the Grant Application Instructions and on the *Schedule* page in the *Community Grants* section of LCF's website.

20. Will you review a draft of my proposal and offer comments? Due to the volume of requests, we are not able to review and comment on draft proposals. However, LCF's staff is happy to answer questions during the application process.

21. What happens if my budget changes or there is a shift in the program from what was originally proposed? If there are changes to your proposal either during the consideration of your proposal or after a grant is awarded, you will need to contact LCF's Program Officer who will discuss the changes with you and advise you on how to proceed. **DO NOT ASSUME** that you are able to change the purpose of your grant without first consulting with LCF's staff.

22. What happens after my organization's proposal is funded? LCF will contact you after a decision is made. You will receive a grant contract to sign and return before a check can be issued.

23. Will I need to submit reports? Yes. You are required to participate in an interim Community Conversation meeting and file a final report.

24. LCF declined to fund our proposal. Why? Will we be able to submit another application next year? The decision to decline a grant proposal is not necessarily a reflection on the value of the program. As a general rule, it only indicates that LCF's funds are limited. We receive many more requests to support programs than our relatively limited resources will permit. Feel free to reapply the following year; and, as always, LCF's staff is available to answer questions.