



THE EDEN COMMUNITY FOUNDATION, INC.

P.O.Box 96, Eden, New York 14057

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www.edencommunityfoundation.org

## GUIDELINES FOR REQUESTING FUNDS

### WHO IS ELIGIBLE

Any entity whose programs or activities directly benefit the Eden community can apply for a grant. If the entity is not physically located in the Town of Eden, the contribution must be specifically earmarked for Eden programs or activities. The person submitting the grant application must be an authorized representative of the entity.

### KEY INITIATIVES

Preference is given to proposals which support one or more of these key initiatives:

- improving the hamlet of Eden Center (the area generally on or near Main St., Church St., Green St., and Depot St.). This includes, for example: adding services for residents and visitors; improving streetscapes and areas that benefit the community as a whole; and preserving historic sites.
- developing or improving spaces for community activities such as clubs, civic and other gatherings. This includes indoor and outdoor spaces whether existing, new, or repurposed.
- offering new programs or activities that enrich the lives of Eden residents.

In addition, funding can be available for projects which do not directly relate to these initiatives but still benefit Eden residents.

### SPECIAL DIRECTIONS FOR MAJOR 25<sup>TH</sup> ANNIVERSARY PROJECTS

**To mark the Foundation's 25<sup>th</sup> Anniversary year, and to encourage major grant requests that will benefit Eden even more, grant requests for \$20,000 or more will be reviewed with applications due August 1, 2024.**

**In addition to the General Guidelines, applicants for major grants will be asked to provide a detailed budget for the project (including future operating and maintenance expenses); a timeline for project completion identifying interim project milestones; and confirmation of other sources of project funding.**

**Grant awards may entail an agreement containing mutually acceptable terms about the full scope of the project, its expected schedule, and any conditions to be met as the project proceeds.**

## GRANT DUE DATES AND DECISIONS

Requests will be reviewed twice each year with applications due March 1st and October 1st. Applicants will be told if their grant request was approved approximately two months following the due date.

## GENERAL GUIDELINES

Priority will be given to the following:

- potential impact and the number of people who will benefit.
- projects which promote volunteer participation and citizen involvement.
- programs representing innovative, efficient approaches to serving community needs.
- requests which will assist those citizens whose needs are not being met by existing programs or services.
- organizations who work cooperatively with other agencies in the community to encourage efficient use of community resources and elimination of duplicated services.
- projects which leverage funds from additional sources.
- not-for-profit entities.

Grants will not usually be provided:

- to support endowment funds, scholarships, general operating budgets, conferences, annual fund-raising campaigns, or political campaigns.
- to fund projects sponsored by educational or religious institutions unless they benefit the community as a whole.
- for the personal gain of the applicant.

If a grant is awarded:

- projects are expected to be completed within one year after the grant is awarded unless a longer period of time is specifically identified in the grant request and approved. Extension requests must be made in writing and may or may not be approved.
- it will normally be paid upon completion of the project.
- the ECF will provide funds once the entity has satisfied conditions specified in the grant award letter such as providing evidence of project completion and expenditures.
- Funds will be paid to the entity which submitted the grant application.