

# **Mt. Pleasant Area**

---

## **community foundation<sup>SM</sup>**

---

### **ELIGIBILITY CRITERIA:**

Organization must serve Isabella County.

Organization must be a nonprofit as defined in section 501(c)(3) of the Internal Revenue code, a school, or unit of government (as evidenced by IRS Determination Letter and/or verification in IRS Business Master File/Publication 78). Must be in good standing with the IRS at the time of application.

Requests cannot be used for the use of a political campaign, or to support attempts to influence legislature of any governmental body other than through making available the results of nonpartisan analysis, study, and research.

Requests for support of projects presented by religious organizations will be considered if a general need is being met and the project does not promote the teachings of a particular church or denomination.

MPACF does not provide grants to individuals, except in the form of scholarships.

### **GRANT GUIDELINES:**

1. **Funds:** Funds provided by the Mt. Pleasant Area Community Foundation shall be used only for the purpose(s) and within the timeline stated in your proposal and restated above. *If funds are misused the grantee organization is expected to fully reimburse MPACF.* Further, funds shall be used exclusively for purpose(s) specified in Section 170(c)(2)(B) of the Internal Revenue Code of 1986, as amended, or the corresponding provision of any future United States Internal Revenue law (the "Code") and shall not be expended for any activity described in Section 4945(d)(1) or (2) of the Code. Generally, funds must be used for charitable purposes, and shall not be used to carry on propaganda or otherwise attempt to influence legislation or to influence the outcome of any specific public election.
2. **Accounting:** Funds provided by the Mt. Pleasant Area Community Foundation will be accounted for separately using consistent accounting practices (cash or accrual) throughout the commitment. Advance approval must be requested in writing for disbursements deviating from the line items of the approved project budget. All fiscal expenditures must take place within the timeline stated in your proposal and restated above. You must obtain written permission from the Mt. Pleasant Area Community Foundation to spend outside the project dates. *If at the end of this commitment there remain any unexpended funds or if the program is terminated at any other time, the unexpended cash balance is to be returned to the Mt. Pleasant Area Community Foundation within 30 days and may not be transferred to any other account.*

3. **Acknowledgement:** Items purchased for, or produced in relation to, the proposed project need to acknowledge support from the Mt. Pleasant Area Community Foundation. Any written publications (including t-shirts, brochures, webpages, etc.) should include the MPACF logo. An electronic version of this logo may be obtained from MPACF. The logo's colors and proportions should not be altered in any way. ***When space allows, please include the following language: "funds provided in part by the <Insert Fund Name(s)> of the Mt. Pleasant Area Community Foundation."*** Verbal acknowledgement during events, meetings and presentations about the project is also encouraged.
4. **Reporting:** Your organization will provide the Mt. Pleasant Area Community Foundation with a report that demonstrates the project's execution and impact **no later than 30 days after project completion**. You may access the Grant Report Form at <http://www.mpacf.org/grantee-resources/>. The Grant Report Form should be submitted along with a) copies of any written materials produced as a result of the project, b) copies of publicity about the project, c) high resolution photographs depicting the project, and d) any other supporting documentation. The Mt. Pleasant Area Community Foundation reserves the right to utilize the materials and photographs submitted for marketing purposes.

**Please note that organizations with overdue grant reports, or who fail to meet the conditions contained within a grant agreement, may not be considered for future funding.**