

# **Grant-making Guidelines for Endow Urbandale Community Fund**

The Endow Urbandale Community Fund (Endow Urbandale) was established in 2001 as a community foundation by a group of Urbandale citizens to facilitate charitable giving in the community of Urbandale. The Endow Urbandale Community Fund is a component fund of the Greater Des Moines Community Foundation, which provides technical assistance and manages investment of the fund's assets.

## **Mission**

To provide a permanent, ever-growing endowment fund to support a broad range of existing and future charitable and civic needs throughout the community of Urbandale.

## **Guidelines for Grants**

- I. Once the principal balance of the fund reaches \$250,000, grants will be awarded annually on a competitive basis as determined by the Board of Trustees comprised of Urbandale community leaders. The total amount of grants to be given annually will not exceed five percent of the principal balance of the fund, as determined at the end of the previous calendar year.
  
- II. Grants will be awarded in one or more of five broad categories, based upon competitive criteria, to qualifying charitable organizations or for civic purposes benefiting citizens of Urbandale. The five categories are:
  - Health and human services
  - Arts and culture
  - Education
  - Youth Development
  - Community Enhancement
  
- III. Competitive criteria:
  - Criticality of need to be served (urgency for funding)
  - Degree of community support for the applicant or project
  - Demonstrated capability of the applicant to serve the need, including significant past accomplishments
  - Unique capacities of the applicant
  - Stewardship of the applicant, including reliability of the applicant's financial and accounting records
  - Number of Urbandale residents to be benefitted
  - Potential for collaboration among the applicant and other charitable groups
  - Matching funds potential
  - Viability of the project plan and its implementation
    - Detail
    - Timeliness
    - Feasibility
    - Verifiability

- IV. Grants are made only to nonprofit organizations with 501(c)(3) status, or to governmental agencies. Geographically, funding is limited to projects that will significantly improve the Urbandale community or benefit Urbandale citizens.
- V. The Board of Trustees will not consider:
- Grants to individuals
  - Projects not serving residents of Urbandale
  - Political parties, campaigns, candidates or partisan organizations
  - Grants for sectarian religious purposes
- VI. Grant recipients must provide the Board with an annual grant status report and provide the Endow Urbandale Board of Trustees documentation to insure that funds are used in a manner consistent with the grant application and with terms of the grant award.