



The Giving Circle Fund of



## **Grant Guidelines 2021**

***Deadline: July 2, 2021***

Welcome to Women in Philanthropy's 13<sup>th</sup> year of grant making! We are happy to announce the 2021 grant cycle.

1. Women in Philanthropy (WIP) will award grants up to \$7,000 to organizations qualified as a tax-exempt 501(c) 3 by the IRS, located in and serving one or more of the following Pee Dee counties: Chesterfield, Darlington, Dillon, Florence, Marion, Marlboro, and Williamsburg.
2. WIP's objective in awarding grants is to support programs or projects that address an existing or emerging community need in support of health, nutrition and/or assistance to victims of violence, neglect or poverty. Grant projects may last for up to 12 months beginning November 1, 2021 – October 31, 2022.
3. Organizations with budgets up to \$750,000 are eligible to apply. The budget cap of \$750,000 is based on the total budget of each FEIN number, not a department budget. **Please provide a copy of the first page of your 2019 IRS 990 as proof of meeting the \$750,000 cap. Complete the included organizational grant budget form as part of your application package.**
4. Organizations may receive Women in Philanthropy support for two consecutive years, after which the organization must skip one year before applying for a grant again.
5. Applications must be postmarked or emailed by **July 2, 2021** to the Foundation. The mailing address is ECCF, P.O. Box 1615, Florence, SC 29503. Emailed applications should be sent to [info@easterncarolinacf.org](mailto:info@easterncarolinacf.org).
6. Send **only one** copy of the application materials – **please do not use binders, staples or folders**. Do not send additional information beyond that which is requested.
7. We will contact some applicants for site visits by representatives of the Grants Committee and thereafter for oral presentations to the entire WIP membership.
8. Applicant's Board Chairperson must sign Understanding and Agreement on last page of application.

The grant-making process will be conducted with integrity, fiscal responsibility, respect and fairness to community organizations and to Women in Philanthropy members. Women in Philanthropy does not discriminate on the basis of race, ethnicity, color, national origin, sex, disability, gender status, or age.

Funding for grants comes from annual contributions by members of Women in Philanthropy who each have one vote on the final slate of proposals for funding. The Grants Committee selects the slate of proposals to be presented to the membership for their vote.



## GRANT APPLICATION

Application must be submitted on this form or exact duplicate (2 page maximum.)

Organization: \_\_\_\_\_

Project/purpose: \_\_\_\_\_

Coordinator/ Executive Director: \_\_\_\_\_

Organization's Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_ FEIN: \_\_\_\_\_

Date organization was founded: \_\_\_\_\_ Date most recent FY ended: \_\_\_\_\_

Use **only ONE** separate sheet to answer the following five questions:

1. What is the organization's mission?
2. Provide a descriptive summary of the proposed project.
3. State the problem or issues to be addressed by project.
4. State the project goals and expected outcomes.
5. How does the project fit with Women in Philanthropy objectives -- addressing an existing or emerging community need in support of health, nutrition and/or assistance to victims of violence, neglect or poverty?

### Budget

Total Organizational Budget as listed on line 22 of 2019 IRS 990

\$ \_\_\_\_\_

Total Budget for this Project/Purpose

\$ \_\_\_\_\_

Funds Requested from Women in Philanthropy

\$ \_\_\_\_\_

### Budget detail for this Project

Category	Amount (\$)
Personnel	\$ _____
Supplies	\$ _____
Marketing and promotion	\$ _____
Other _____	\$ _____
TOTAL Project Budget	\$ _____

Name up to 3 organizations with which you collaborate in carrying out your organization's work.

Please list up to 3 references in the event we want to ask for community input. **PLEASE DO NOT INCLUDE letters of support.**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**Required attachments:**

**Total Operating Budget Form** from most recent fiscal year. **Use form above.**

**Page 1 of 2019 IRS 990 form, or copy of IRS 990 postcard.**

**Board List** - Attach a list of your Board of Directors including primary professional and/or community affiliations, and position on the board.

**Understanding and Agreement**

As the Project Coordinator/Executive Director and Chairman, we understand and agree that failure to fully comply with each and every item may result in this project not being considered or approved, or if approved, support being withdrawn. Women in Philanthropy will receive the full funded amount back if the granted organization does not comply with the following stipulations:

- ☐ Project evaluation due one month following conclusion of grant period – December 1, 2022.
- ☐ Expenditures must follow proposed project budget.
- ☐ Women in Philanthropy reserves the right to use reports and pictures for media content.
- ☐ Organization will use the required language stated in our contract for announcing grant.

\_\_\_\_\_  
Signature of Project Coordinator/ Executive Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Board Chairperson

\_\_\_\_\_  
Date

**Application deadline is July 2, 2021.**

Mail to ECCF, P. O. Box 1615, Florence, SC 29503 or email to [info@easterncarolinacf.org](mailto:info@easterncarolinacf.org). (843) 667-1131