

## Robert B. Daugherty Charitable Foundation

### Grant Guidelines

#### *About The Foundation*

The Robert B. Daugherty Charitable Foundation is a private foundation established to provide charitable grants to worthy tax-exempt organizations that conduct religious, charitable, scientific, cultural or education activities exclusively. The Foundation gives preference to organizations which will use and apply substantially all of the charitable grant in the State of Nebraska and particularly in the greater Omaha area.

The Board of Trustees meets periodically throughout the year. There are no deadlines for grant applications. Please review the following grant guidelines carefully before completing the application form. The Foundation may defer consideration of incomplete grant requests.

#### *Grant Eligibility*

Grants are only made to organizations that are tax-exempt under §501(c)(3) of the Internal Revenue Code, and federal and state entities described in §170(c) of the Internal Revenue Code; however, grantees which are tax supported will generally be subject to matching requirements.

The Foundation will make its grants in the following forms as appropriate for the project proposed and the project timeline. Applicants should be specific about the form of grant requested.

- One-time grants, which are single-year grants for a specific purpose;
- Multi-year grants, which are commitments for funding to be paid in increments over a period no longer than three years;
- Start-up program grants; and
- Challenge or matching grants. Grant proposals that have matching funds available are given preference over proposals without matching funds.

The Foundation generally will not make the following types of grants:

- Grants to individuals for any purpose;
- Grants to religious organizations for religious purposes;
- Grants to international organizations that do not have a qualified domestic 501(c)(3) representative;
- Grants to private foundations (other than operating foundations);
- Grants to endowments or other discretionary funding pools;
- Grants for dinners, balls, or other events; and
- Grants prohibited by IRS regulations.

#### *Application Procedures*

Applicants are requested to review the above grant guidelines to determine that your organization and need is eligible for consideration of a grant. To assist in determining grant eligibility please submit a typed one to two page Letter of Inquiry describing the organization mission and the proposed project along with copies of your organization's 501(c)(3) determination letter and most recently filed Form 990.

After receipt and review of the Letter of Inquiry, the Foundation has established a process for submission of Preliminary and Final Grant Application Documents.

### ***Preliminary Grant Application Documents***

The Foundation has established a procedure for the submission of Preliminary Grant Application Documents in order for the Foundation to further evaluate if a particular charitable project fits within the Foundation's guidelines and interests. Information to be submitted on such preliminary documents is set forth in the Foundation's Preliminary Grant Application Procedures, which may be provided by the Foundation upon review of the initial Letter of Inquiry.

The Foundation will respond to the submitting charitable organization following receipt and review of the Preliminary Grant Application Documents.

### ***Final Grant Application Documents***

The Foundation has established Final Grant Application Procedures and Forms. These documents are available to those charitable organizations which are invited to submit such documents following the Foundation's review of the preliminary documents. The Foundation will notify you if this additional information is required for your grant application package.

### ***Frequency of Application***

Applicants may submit one application per calendar year, whether successful in receiving a grant or not.

### ***Grant Agreement***

All recipients of grants from the Foundation will be required to execute a Grant Agreement with the Foundation. The Grant Agreement will specifically contain a requirement for a subsequent certified statement that the funds received from the Foundation have been used for the purposes set forth in the Grant Application.