

# **LEON H. AND CLYMENE M. BOND FOUNDATION, INC.**

## **GRANT GUIDELINES**

The guidelines on the following pages were prepared to assist organizations contemplating application for a grant from Leon H. and Clymene M. Bond Foundation, Inc. (the "Foundation").

The foundation is a family endowed foundation with a commitment to the Oconto, Wisconsin area. The Foundation gives priority to programs whose principal purpose benefits that geographic region.

The foundation has a permanent endowment fund, the income of which is distributed by the Foundation Board in the form of grants. The Foundation generally will not consider requests in excess of \$50,000 or less than \$1,000.

With this description of the Foundation in mind ;prospective grant applicants are invited to examine the following guidelines to determine whether their proposals fall within the criteria for consideration ;by the Foundation. An effort has been made, in constructing the guidelines, to maintain flexibility while providing direction.

### **1. Eligibility Requirements**

The Foundation makes grants only to nonprofit organizations exempt from Federal taxation under section 501(c)(3) of the Internal Revenue Code. Except for scholarship awards, it will not make grants to individuals.

Geographically, the Foundation's target area is Oconto County. The Foundation will also consider grants to organizations located outside the foregoing counties if the purpose of the grant is relevant to the people of the Oconto area.

### **2. Programs That Qualify for Foundation Support**

Most grants are awarded in the following areas: health, education, religion, social services, arts and culture, conservation/historic preservation, and community and recreational development. Each year, the Foundation Board estimates how to apportion its funds among these areas and identifies the types of programs that will receive priority consideration.

The Foundation is particularly interested in supporting more effective ways of serving the people of the community, in strengthening nonprofit, private sector organizations and in meeting emerging community needs. For this reason, preference is given to innovative projects that offer solutions to problems or that present special opportunities which will benefit the Oconto area.

The Foundation does not desire to make grants to support ongoing operating expenses. On occasion, the Foundation may provide such support on a short-term basis when it is critical to the survival of an organization or project placed in jeopardy by changes in funding patterns.

These are several types of activities and organizations, which the Foundation ordinarily does not support:

1. Non-educational endowments.
2. Debt reductions.
3. Annual fund drives for sustaining support.
4. Agencies and organizations, which are discriminatory with respect to age, race, religion, sex or national origin.
5. Non local government agencies.
6. Individuals (except through Foundation initiated scholarships).

### **3. Time Period for Grants**

Most of the Foundation's grants are one-year awards. Multiple year grants are considered, but rarely for a period of more than three years. The Foundation will review multi-year grants annually before releasing funds for any subsequent year.

### **4. Application Procedure**

All applicants must submit their proposals on the Foundation's application for completeness and to determine whether the request meets the Foundation's grant guidelines. The reviewer may contact the applicant organization for clarification or to request additional information. The Board reviews and acts upon all eligible requests submitted to the Foundation and no decisions are final until the action is complete.

### **5. Deadlines**

The Foundation's Board meets quarterly, generally in the month of March, June, September and December. The deadline for submission of grant applications is approximately one month before each regular quarterly meeting. The deadlines for submission may be obtained from the Foundation office. Early submission will provide greater time for the applicants to supply additional information if needed.

### **6. Reports**

Foundation grants may be subject to reporting requirements regarding the use of your funds. Appropriate requirements will be made known at the time of funding.

Applications cannot be considered until we have received all of the requested information and documentation.

The Foundation is always happy to answer any questions you may have regarding the application process. Please direct your questions to:

**LEON H. AND CLYMENE M. BOND  
FOUNDATION, INC.  
Attn: Application Process  
PO Box 299  
Oconto, WI 54153**