

Western Lane Community Foundation

GRANT GUIDELINES

The WESTERN LANE COMMUNITY FOUNDATION (WLCF) was established in 1974 as a community trust, and a private, non-profit organization. The mission of WLCF is to attract, administer and distribute private charitable funds for the benefit of all residents within the borders of the Siuslaw and Mapleton School Districts. WLCF assets consist of a growing number of permanent funds established by individuals and corporate donors. Through these resources WLCF supports non-profit organizations by providing annual grants that help sustain and enhance the quality of life in Western Lane County, **generally in the broad areas of Culture, Medicine/Science, Education and Social/Civic Service.**

The WLCF Board of Directors has recently updated its guidelines and application for annual grants. Please be sure to read all guidelines and application materials carefully. It is the intention of WLCF to allocate grant awards that are large enough to make a significant and visible impact on a demonstrated need, rather than scatter token support among numerous organizations.

In approving grant funds, the Foundation gives **preference** to projects that meet the following criteria:

1. Projects or programs aimed at providing needed services or facilities for which public funds are either not available or are not sufficient,
2. Projects or programs which can be significantly impacted by WLCF funds either alone or in conjunction with other support.
3. Programs which actively contribute to the cultural, economic, educational, or social betterment of our community by addressing the source of a major problem(s) rather than simply managing their continuing effect upon our society.

Generally, grants will not be made to organizations for the following purposes:

1. Emergency Funding
2. Travel to or in support of conferences
3. Debt retirement or operating deficits
4. Annual fund drives or operating expenses and/or administration, i.e., rent, and salaries, except during a startup period not to exceed three years
5. Sectarian religious purposes (does not preclude consideration of requests for cultural, educational, medical, or social service-oriented programs open to all community members undertaken by church-affiliated or supported agencies)
6. Programs relying on federal or tax dollars for their principal support unless requested for innovative pilot or demonstration programs for which public funding is not available

The application grant cycle starts on October 15th with a deadline of January 15th. Grant awards are typically announced in February.

Organizations that have not completed a grant report from a previous WLCF grant award will not be eligible to apply until the required grant report is submitted.

Applications by individuals will not be considered. All applicants will be notified of their status by email or mail. All awards are announced in the media by WLCF and all awardees are required to acknowledge WLCF in their marketing and event materials.

Only INCOME generated by WLCF's invested assets will be used to fund grant awards unless otherwise specified by the donor.

WLCF's assets have experienced moderate growth through the years with current 2021 assets totaling more than \$10 million. These assets consist of DESIGNATED FUNDS established by donors exclusively to support certain organizations; FIELD OF INTEREST FUNDS established by donors for distribution in particular areas of community service and GENERAL FUNDS which the Board can apply to address community needs through grant awards.

WLCF is governed by a 9-member Board of Directors appointed at large. Directors serve a 3-year term with one renewal. The directors are responsible for making grant funding decisions and supervising the investment of assets. The annual financial report of WLCF is available at www.wlcfonline.org.

WLCF is affiliated with the Oregon Community Foundation (OCF) which provides financial management as well as counsel and support.

Grant Applications will be reviewed using the following weighted criteria.

- 40% for Project Goals/Impact
- 30% for Alignment with WLCF Mission/Vision
- 30% for Financial & Organizational Health

The WLCF Board will review all eligible grant applications. Representatives from all competitive organizations will be interviewed and site visits may be requested as part of the review process. The Board uses the following scoring guidelines in making funding decisions.

7 - Exceptional

- A. The applicant provides **overwhelming evidence** throughout the application that demonstrates **all** funding criteria are met.
- B. The application is clear, **well-articulated**, and appropriate.
- C. The financial statements are **realistic**, and **comprehensive**.
- D. The applicant documents their activities are of the **highest quality, highly** relevant, and lead to a **deeper** understanding of the organization and its operations.

6 - Strong

- A. The applicant provides **clear evidence** throughout the application that demonstrates funding criteria are met.
- B. The application is clear, **well-articulated** and appropriate.
- C. The financial statements are **consistent** and **clear**
- D. The applicant documents their activities are of **high quality**, relevant, and lead to a **deeper** understanding of the organization and its organization.

5 - Good

- A. The applicant provides **sufficient evidence** throughout the application that demonstrates funding criteria are met.
- B. The application is **clear** and appropriate.
- C. The financial statements are **helpful** and **sufficient**
- D. The applicant documents their activities are of **good quality**, relevant, and lead to a **deeper** understanding of the organization and its operations.

4 - Adequate

- A. The applicant provides **adequate evidence** throughout the application that demonstrates funding criteria are met.
- B. The application is **modest**.
- C. The financial statements are **in line with funding requested**
- D. The applicant documents their activities are of **average quality**, **somewhat** relevant, and lead to an **adequate** understanding of the organization and its operations.

3 - Fair

- A. The applicant provides **limited evidence** throughout the application that demonstrates funding criteria are met.
- B. The application is **appropriate** but with **limited detail**.
- C. The financial statements are **general** and **inadequate**
- D. The applicant provides **limited documentation** of the quality of activities and operations.

2 - Weak

- A. The applicant provides **weak evidence** throughout the application that demonstrates funding criteria are met.
- B. The application is appropriate but with **limited detail**.
- C. The financial statements are **inadequate** and **incomplete**
- D. The applicant provides **poor** documentation of the quality of activities.

1 - Meager

- A. The applicant provides **very limited evidence** in the application that demonstrates funding criteria are met.
- B. The plans **lack detail** and are **hard to understand**.
- C. The financial statements are weak and **poorly presented**
- D. Information documenting the quality of activities is **insufficient** and/or of poor quality.

0 - Noncompetitive

- A. The applicant provides **insufficient information and does not meet the minimum criteria for competitive review.**

For further information contact:

WESTERN LANE COMMUNITY FOUNDATION P.O. Box 1589

Florence, OR 97439

Phone: 541-997-1274

Or

Email wlcw@wlcwonline.org