



The
Morris Area Foundation
BUILDING A LEGACY FOR YOUR COMMUNITY Inc.

GRANTING PROGRAM POLICY

For Endowment Fund

POLICY

THE OBJECTIVE of the Foundation shall be to raise funds by way of charitable donations for the betterment of the community of the Town of Morris and the RM of Morris; specifically:

- 1) To promote family well being
- 2) To promote the development of children, youth and senior programs
- 3) To assist and promote the arts, culture and heritage activities
- 4) To advance education
- 5) To support and advance the provision of health care services
- 6) To encourage and support recreational and physical fitness activities
- 7) To support and advance other community activities or facilities of a charitable nature



GRANTING PROGRAM PROCEDURES

For Endowment Fund

1. Applications

Applications must be made on The Morris Area Foundation Inc application form. All required information must accompany the application form in order for the application to be considered. Grant applications are called for annually in October.

2. Review

The applications will be reviewed by a granting committee of the board. A recommendation to grant or deny is made to the board for approval. Grant applications will be reviewed and selected based primarily on qualifying factors as per Grant Guidelines Appendix "A".

3. Award Procedures and Recording System

Grants will be awarded to successful applicants. Some type of appropriate public announcement will accompany a grant, to increase awareness of and to promote the work of The Morris Area Foundation Inc. Grants awarded will be recorded in the minutes

4. Grant Monitoring

All grants are subject to review by the Board. Proof of expenditures must be submitted within one year of the date of grant approval in order for grant funds to be disbursed. If funds have not been requested in the one year period, the grant is null and void. The board will review projects granted in the previous year after the one year period has elapsed to ensure that all guideline requirements have been met.

Appendix "A"

GRANTING GUIDELINES FOR ENDOWMENT FUNDS

Please review the following guidelines before submitting a grant application to The Morris Area Foundation Inc.

- 1) Project must primarily benefit the people of the Town of Morris and the Rural Municipality of Morris
- 2) Grants are made only to non-profit organizations with CCRA registration numbers and other qualified recipients under the Income Tax Act. If a second party organization is providing access to a charitable number, a letter documenting permission for this usage must be provided by the applicant. There must be an affiliation between the registrant and the applicant if a second party charitable number is utilized
- 3) The applicant must carry out its activities in The Morris Area Foundation geographic granting area. This area is to include the Town of Morris, the Village of Rosenort, the Village of Lowe Farm, the Village of Aubigny, the Village of Sperling and the area around Morris generally consisting of the RM of Morris.
- 4) The applicant must make services and access available without discrimination because of race color religion sex age marital status or handicap.
- 5) Applications will be considered for capital projects, project start-ups, new organization start-ups or human resource development(refer to #9)
- 6) The availability of other sources of funding/granting must be in place. The Morris Area Foundation Inc. will not fund 100% of any particular project
- 7) The Morris Area Foundation Inc. may choose to initiate a response to a need in the community by seeking out leaders or acting in a leadership role
- 8) Preference is given to projects which:
 - › benefit the whole community
 - › encourage more efficient use of community resources

- › demonstrate new approaches and technique in the solution of community problems
- › address the underlying causes of problems in our society
- › promote efficient and coordinated use of community resources, both human and financial
- › promote volunteer participation

9) Grants Are Not made to or for:

- › individuals
- › annual fund drives
- › pay down mortgages or reduce deficits
- › support operating expenses
- › projects already completed
- › political activities
- › direct religious activities of religious groups or organizations- except when community access is available or unless the community at large will benefit significantly
- › organizations- except when community access is available or unless the community at large will benefit significantly

EFFECTIVE DATE: April 28, 2015

APPROVED BY BOARD OF DIRECTORS: April 28, 2015

SUBJECT TO REVIEW: April 2016