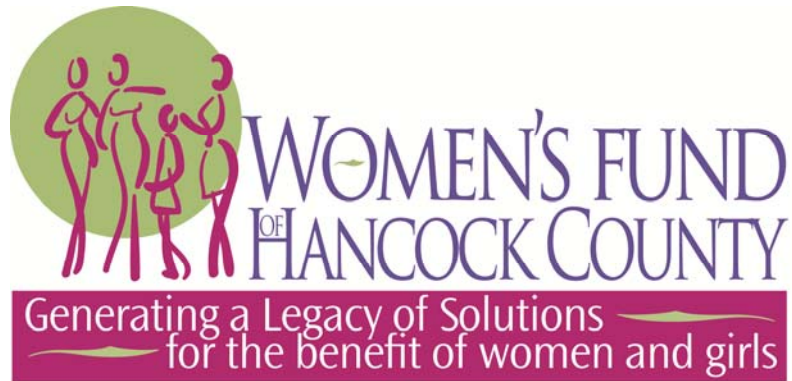


You are Cordially Invited to Apply for the 2010 Women's Fund Grant Cycle



Providing Hope to Hancock County's Women and Children

Letter of Intent Packet



312 E. Main Street
Greenfield, IN 46140

(317) 462-8870

Fax: (317) 467-3330

rstrong@hccf.cc

PROGRAM AREAS OF CONSIDERATION

This grant cycle will focus on programs **giving hope to Hancock County women and children** by supporting the following areas that work to provide:

- Mentors
 - Education
 - Opportunities
 - A Picture of a Better Life Beyond Today
-

GUIDELINES

2010 - WOMEN'S FUND GRANT CYCLE

- Hancock County Community Foundation supports projects and programs of organizations when the projects and programs being supported have a charitable purpose and are consistent with the mission of HCCF. Generally, the determination of whether an organization's activities are charitable or not is made by the IRS in assigning a tax-exempt status. Organizations with a 501(c)(3) are engaged in charitable activities. The Community Foundation may also make grants to non-501(c)(3) organizations when the grant is for a charitable purpose.
- Grant size will range from \$1,000.00 to \$7,000.00.
- Applying organizations must have administrative offices located in Hancock County.
- No grants will be made specifically for sectarian religious purposes but can be made to religious organizations for general community programs.
- Grants will be made for specific projects or designed programs and are made on a one-year basis. Capital projects will not be considered for funding, unless the capital project is instrumental in the delivery of a specific program.
- No grants will be made solely to individuals.
- Applying organizations must operate without illegal discrimination on the basis of race, religion, gender, sexual orientation, age, national origin, or disability.



PROCESS AND TIMETABLE 2010 Women's Fund Grant Cycle

Event	Dates
Letters of Intent Due	February 5, 2010 (by 4:00 p.m. in HCCF Office)
Two Copies of Complete Proposal Due	March 25, 2010 (by 4:00 p.m. in HCCF Office)
Site Visits (or Proposal Interviews)	April 11-April 23, 2010
Top 4 Alerted to Prepare for Event Presentation	April 27, 2010
Presentation and Women's Fund Membership Votes & Awards Given at Women's Fund Grant Making Event	May 7, 2010

Dates are estimates and are subject to change

PRINCIPLES OF HCCF

The mission of the Hancock County Community Foundation is sustained by the principles outlined below which are to:

1. Strengthen and enhance all aspects of the quality of life in Hancock County.
2. Involve all segments of the local community in the establishment of the Foundation, regardless of race, gender, religion, creed, or ethnic origins. We are committed to the philosophy that the effectiveness of our mission will be strengthened by including individuals with diverse backgrounds and viewpoints.
3. Establish and promote the flow of communication between the Foundation and the entire community to ensure the development and support of programs and projects that benefit Hancock County.
4. Guide and support Hancock County and its citizens toward a richer life through culture, education, physical and mental healthfulness, art, social services, social awareness, and economic vitality.
5. Provide individuals and organizations wishing to contribute their resources with an effective and attractive way to channel their gifts to worthwhile community endeavors.
6. Maintain the highest ethical standards and stewardship principles in pursuing our mission.



Letter of Intent Components

The Letter of Intent should include the following information in the following order. Information should be identified by number and underlined descriptive phrase. Use the following as your content checklist:

1. Name of Organization
2. Specific Project Components
3. Project Highlights
4. Target Population of Organization
5. Amount Requested
6. Total Project Cost
7. Agency's Total Budget for Current Fiscal Year (income and expenses)
8. Agency's 501(c)(3) determination letter (When Applicable)
9. Contact Person, Telephone Number, and E-mail Address
10. Authorization Signature

EVALUATION CRITERIA

The Letter of Intent will be due in the Foundation's offices by **4:00 p.m. on Friday, February 5, 2010**. The following represents the major criteria used to assess proposals during the Letter of Intent Phase:

- Compatible with the Foundation's grantmaking priorities and objectives.
- Total dollar amount request expected in the Formal Proposal (variation in dollars amounts as outlined in the Letter of Intent and those actually requested in the Formal Proposal are allowed if justified)
- Brief explanation of how the agency will benefit and improve efficiencies in delivering programs through proposed funding requests

SEND LETTER OF INTENT BY 4:00 p.m. Friday, February 5, 2010 TO:

Hancock County Community Foundation

ATTN: Rachel Strong

Program Officer

312 E. Main Street

Greenfield, IN 46140

(317) 462-8870

Fax: (317) 467-3330

rstrong@hccf.cc