

# Community Foundation of St. Clair County Grant Making Policy

9/19/12

## **Background**

The Foundation's Grants Committee is granted authority on an annual basis to approve grants up to \$50,000. All other grant making committees, including the Foundation's president, are given authority to approve grants up to \$25,000. Over that level grants must go to the Grants Committee.

From time-to-time, and recently, organizations have approached the Foundation at various times throughout the year, seeking a large grant, usually for facility needs. Since the Foundation's fiscal year is the calendar year, these requests often come to the Board well after an annual budget and grant allocations have been made.

At a recent board meeting the Trustees discussed the idea of requiring that such large requests be considered only during a specified time period.

## **Policy**

Beginning October 1, 2012, grant requests seeking \$50,000 or more from the Foundation will only be considered during the 4<sup>th</sup> quarter of the calendar year. This will be considered the "initial grant request" and will be considered to be a part of the fact-finding phase of considering the request. This will allow the initial grant request to be considered during the same timeframe in which the Foundation is considering its operating and grant making budgets for the following year.

Based on the board's response to the request, and additional questions or issues that may arise during the fact-finding phase, the board may choose to take action and deny or approve the request either in that same 4<sup>th</sup> quarter, or delay action until the 1<sup>st</sup> quarter of the following calendar year.

Grant requests received at any other time during the year will be held until the 4<sup>th</sup> quarter.