

Community Foundation of St. Clair County  
Grant Making Policies and Procedures  
9/12/07

The purpose of these Grant Making Policies and Procedures is to establish a clear understanding of the processes, procedures, roles and responsibilities for all of the Foundation's grant making committees and advisory groups.

In implementing this policy the Foundation understands and accepts the need to engage a broad range of donors, volunteers and staff in its grant making programs. At the same time, the Foundation must exercise care and due diligence in the distribution of grant funds.

1. The ultimate responsibility for approving all grants, scholarships and awards rests with the Board of Trustees of the Community Foundation of St. Clair County. From time to time however, the Board may delegate some or all of its grant making decisions.
2. The Foundation's Grants Committee is responsible for providing general oversight to all of the Foundation's grant making committees and advisory groups.
3. The Grants Committee may approve grants up to \$50,000 independent of full Board approval. As a practice however, the Grants Committee continues to submit quarterly reports of all approved and denied grants to the full Board. Individual grants exceeding \$50,000 do require a vote of the Board.
4. All grant making committees under the Grants Committee, such as the YAC, Women's Initiative, Scholarship Funds, etc., may approve individual grants up to \$25,000. Individual grants over this amount require approval of the Grants Committee.
5. The President of the Foundation may approve individual grants from Donor Advised Funds not exceeding \$25,000. Such approvals will be summarized and submitted to the Grants Committee for their regular quarterly meetings.
6. Requests from donor advisors over \$25,000 require the approval of the Grants Committee.
7. The President may also approve the distribution of "gifts to income" of up to \$25,000 from donors who may make a gift to the Foundation, yet request that some or all of the gift be re-granted to another nonprofit organization. Such approvals will be summarized and submitted to the Grants Committee for their regular quarterly meetings.
8. No grants made or authorized based on these policies may violate the terms and conditions of the Foundation's Spending Policy.