

The Kiwanis Club of East Lansing Foundation

P.O. Box 1092, East Lansing, Michigan 48826-1092

www.kiwanis.org/club/eastlansing

Our Mission: We will secure gifts and grants that provide financial support to preserve and enhance the quality of life in our community, consistent with the values of Kiwanis.

FOUNDATION PROFILE

Foundation Established: 1984

Donors: Members of the Kiwanis Club of East Lansing and the general public.

Grantmaker Type: A public charity approved by the Internal Revenue Service as a 501(c)(3) tax exempt organization to receive and administer funds and operate exclusively for charitable, religious, scientific, literary or educational purposes.

Financial Data: Assets in excess of \$100,000.

FOUNDATION GUIDELINES

Statement of Purpose

The Kiwanis Club of East Lansing Foundation awards grants that will preserve and enhance the quality of life in the greater East Lansing community. Foundation grants specifically support programs and services promoted by the Kiwanis Club of East Lansing, projects that enhance children and youth development and programs that provide enhanced community outreach.

General Fields of Interest

The following areas are fields of interest that the Foundation considers for grant approval:

- A. Human Services
 - a. Youth development
 - b. Housing/Shelter
 - c. Public safety for children and youth
- B. Education
 - a. Student services
 - b. Student organizations
- C. Public Affairs/Society Benefit
 - a. Community improvement

Geographic Area

The geographic range for funding consideration is primarily the City of East Lansing. Consideration for funding in the greater Lansing area may be given to specific projects that demonstrate a high priority of need and include the East Lansing area.

Grant Exceptions

The Kiwanis Club of East Lansing Foundation does not make grants:

- To other foundations
- For capital expenditures
- For political activities
- For individual travel, meals and lodging-foreign or domestic
- For scholarships or travel assistance requested by individuals
- For conventions, conferences and seminars
- For more than one grant year

Reporting Requirements

Organizations whose requests are approved for support are expected to submit a written report at the end of the grant period specifying how the grant was used, program highlights, an evaluation of results and financial details. Please limit the report to two pages plus the financial statement. **This report must be received before subsequent grant applications will be considered.**

Annual Basis

Grants are made for one year only. Grantees may reapply provided all requested reports have been previously submitted.

Foundation board members are proactive in seeking projects they consider vital and beneficial for children and youth and that meet foundation purposes and avoids administrative overhead. The foundation board will continue to receive and may consider written proposals using the following plans.

APPLICATION PROCEDURE

Written proposals should be submitted to the Kiwanis Club of East Lansing Foundation at P.O. Box 1092, East Lansing, MI 48826-1092. The Foundation board meets quarterly in January, April, July and October to consider requests. It is important that applications be received at least one month in advance of quarterly board meeting.

All proposals must be accompanied by a budget for the program for which the request is made. EACH request should include the latest available annual financial report of the requesting organization.

Proposals must include the Foundation's application cover sheet, which maybe requested in writing. Any East Lansing Kiwanis club member may assist you.

The formal proposal should not exceed three (3) narrative pages descriptive of program/project plus the budget plus the cover page. (Extra pages maybe used for budget narrative.) Supplemental material up to two pages may be included which you believe will enhance your request.

Twelve copies of the request should be submitted in hard copy to the above address.

The application must be signed by two members of the Kiwanis Club of East Lansing (other than board members) before presentation. The foundation may request an on-site visit or interview with the grant administrator.

EVALUATION POLICIES

Upon satisfactory completion of the Grant Application, the Foundation Board of Directors will give consideration to the following:

Project Quality: demonstrated community need, identification of expected benefits, evidence of project planning, reasonableness of budget and grant request, identification of other expected funding sources, potential to leverage other grants.

Community Impact: identification of number of people affected, description of potential impact, demonstrated community need/desire for the project, potential of collaboration with other organizations, demonstrated volunteer commitment to the project.

Project Management: demonstrated staff and board experience, organizational ability to carry out the project, mission appropriate, long range plan for the project and organization, future of the organization.

Written Foundation approval/disapproval will be communicated to the applying organization.

Officers and Trustees: Eric Rosekrans, Pres.; Bill Chynoweth, Vice Pres.; Chester Lewis, Secy.; Don Horner, Treas. Trustees: Jim Dawson, Jim Crawford, Don Power, Scott McGill, Dave Muhleck, Daniel Opsommer, Scott Greenlee.

Contact: Eric Rosekrans, President

Staff: None

EIN: 38-2752559

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