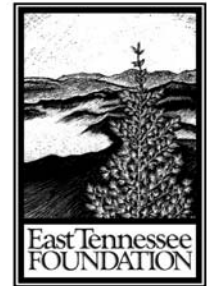




An
Affiliate
Fund
of



“Thoughtful giving for stronger communities, better lives.”

625 Market Street, Suite 1400 ~ Knoxville, TN ~ 37902 ~ (877) 524-1223 ~ FAX (865) 637-6039 ~ www.easttennesseefoundation.org

GRANT GUIDELINES

Creation of a Fund

The Johnson County Community Foundation was established through the work of the Johnson County Champion Community Committee and the generous gifts of time, vision and resources by a group of Johnson County residents committed to strengthening communities and improving the quality of life in Johnson County. The Foundation will support programs and projects that build community goodwill, seek to solve community challenges and produce results that improve the quality of life for all citizens of Johnson County.

East Tennessee Foundation

East Tennessee Foundation (ETF) is a public, nonprofit community foundation created for the purpose of building charitable resources to make communities stronger and lives better through thoughtful giving. The Foundation serves East Tennessee by building endowments, providing services to donors and making grants to programs and projects that benefit this region and its people.

Employment and Grantee Non-Discrimination Policy Statement

The Johnson County Community Foundation and East Tennessee Foundation are equal opportunity providers of services and employment. Further, the Johnson County Community Foundation and ETF respect, celebrate and encourage diversity that positively contributes to the community. The Johnson County Community Foundation and ETF believe diversity encompasses but is not limited to: ethnicity, race, age, gender, economic circumstances, sexual orientation, physical and mental abilities, education level, philosophy and geographic location. Through their competitive grantmaking, the Johnson County Community Foundation and ETF support organizations and agencies that adhere to these principles and policies.

Application Process

East Tennessee Foundation (ETF) is using an *online application process* for Johnson County Community Foundation grants. With this easy-to-use system, you can complete your full application and upload all required attachments online. *We strongly encourage all applicants to apply using this new system.* If for some reason, this is not feasible for your organization, we will still accept and process paper copies of the applications. Contact Terry Holley (please refer to page 3 for contact information) for details and a hard-copy application form.

Application Deadline

Completed applications and attachments must be submitted to East Tennessee Foundation before **Friday, March 2, 2012.**

Awards & Notification

Grants will generally range from **\$500 to \$1,000** and are intended to support projects, programs or activities occurring between **May 1, 2012 – May 1, 2013**. Awards will be announced by **late April**.

Guidelines

Eligibility

Grants from the Johnson County Community Foundation will be made to community-based groups and organizations that are tax-exempt under Section 501(c)(3) of the Internal Revenue Code. Grants may also be made to new and/or emerging community groups that have an established nonprofit organization as fiscal sponsor.

- Applicant organizations must be operated and organized so as to not discriminate on the basis of race, age, gender, economic circumstances or other characteristics as identified in the Foundation's Non-Discrimination Policy Statement on page 1 of this document.
- Applicant organizations must have a local presence in Johnson County and be directly serving people who live and work in Johnson County.
- Applicant organizations must have Johnson County citizen involvement in the organization as volunteers, members or board members.
- While grantees are eligible to apply for continued support, multi-year funding is not guaranteed.
- Although each proposal will be considered on its own merits, the following types of grants will normally be precluded from the Fund's grant program:
 - Grants to individuals or scholarships;
 - Salaries or administrative support which exceeds 30% of the funding requested;
 - Endowments or general fundraising campaigns or capital campaigns;
 - General operating support (office supplies, utilities and other general expenses), debt retirement, financing or capital improvements (purchase of computers, furniture or building renovations);
 - Projects that have implicit religious content, express a particular religious view or advance a religious purpose; and
 - Travel outside East Tennessee, unless the purpose of the proposed travel is essential for effective implementation of the proposed project.

Areas of Focus

Successful applicants will propose innovative projects or programs that:

- Make a significant contribution to the health and welfare of Johnson County and utilize its unique assets;
- Directly benefit families, women and/or children;
- Provide educational and cultural opportunities;
- Support community or economic development, historic preservation, and/or environmental enhancement;
- Build the capacity of the organization and its leadership to more effectively carry out its mission.

Criteria for Funding

Eligible projects or programs will:

- Propose an innovative or creative design that will foster significant results from a moderate grant;
- Develop a well-planned approach to addressing a public or community opportunity, problem or issue;
- Demonstrate that the anticipated outcomes are measurable and produce opportunities to share lessons learned with others;
- Influence community building efforts and activities beyond the immediate project;
- Creatively utilize community resources;
- Increase volunteerism and partnerships; and
- Meet the needs of the community and its constituents, so that both the current and future residents of Johnson County may benefit.

Examples of possible projects

Education and outreach activities:

- Develop an after-school program that provides homework assistance and an adult mentor;
- Coordinate and sponsor a community careers day with local businesses for junior and high school students to learn about local job opportunities and/or various careers;
- Develop an artist-in-residence program for preschoolers and elementary students.

Community development activities:

- Plan a health fair day for families to receive information and medical screenings;
- Develop a program to collect local stories and history through oral interviews with local citizens as a way to begin a community visioning process;
- Create partnerships to build or improve a community park or recreation area;
- Organize a lake or river clean-up.

Organizational development to build the skills of local nonprofits:

- Hold a strategic planning retreat;
- Broaden the financial support and stability of your organization by developing plans to diversify and expand your current sources of funding.

Please address your questions to:

Ms. Terry Holley
Senior Vice President for Program and Regional Development
East Tennessee Foundation
625 Market Street, Suite 1400
Knoxville, TN 37902

Telephone: (865)524-1223 or *toll-free* at 1-877-524-1223 or via e-mail: tholley@etf.org

Thank you for your interest in Johnson County Community Foundation.