



NORTHFIELD AREA FOUNDATION GRANT GUIDELINES

The Foundation

The Northfield Area Foundation is a permanent endowment created to benefit the people of the greater Northfield area. The Foundation accepts and administers gifts from many sources to help meet the needs of the community. The endowment itself, which continues to grow and yield earnings each year, is managed by The Minnesota Community Foundation, a public charity that manages and administers funds for the benefit of organizations and communities throughout Minnesota.

Charitable disbursements of undesignated funds are directed by an Advisory Board with assistance from the Grants Review Committee. Absent unusual circumstances, the foundation's typical grant is in the range of \$1,000 to \$5,000. Please keep this in mind as you prepare your proposal.

Once a completed grant application is received, careful consideration is given to each request. The Grants Review Committee reviews the proposal for: demonstrated need, ethical practices, fiscal responsibility, and ability to achieve project goals. The committee forwards its recommendations to the Northfield Area Foundation Advisory Board for final approval. Each recommendation is reviewed by the Advisory Board in terms of its general eligibility and conformity to the foundation's guidelines, the available funds, and project feasibility.

The Northfield Area Foundation operates without discrimination as to age, race, religion, gender, sexual orientation, handicap, or national origin in the consideration of grant requests. The Foundation is committed to encouraging variety and balance in the kind, purpose, and size of the grants given. Applicants are also encouraged to explore matching or supplemental funds.

The Grants

Requests may be submitted at any time, however, the Grants Review Committee reviews proposals annually. The Northfield Area Foundation Advisory Board reserves the right to respond to emergency community needs.

In making grants, the Northfield Area Foundation's Grants Review Committee and Advisory Board will be guided by the following general policies and considerations:

- Grants will be made for a wide variety of programs and purposes benefitting the citizens of the Northfield area, defined by the Northfield School District boundaries.
- Grants are available once a year and are made for one year, with application received late in the year and awards made in February. Although application may be made each year, it is unlikely that grants will be made more than two or three years in a row for similar projects of the same organization.
- Grants are made only to tax-exempt institutions (501(c)3) or agencies; no grants are made directly to individuals.

The Northfield Area Foundation is particularly interested in funding:

- Programs and activities which preserve and enhance the heritage, the quality of life and well being in the Northfield area, i.e., projects related to cultural arts, multiculturalism, youth development, senior adults, historical preservation, community livability, and the environment.
- Projects which facilitate cooperation and collaboration between and among organizations in the Northfield area.
- Projects which respond to community needs of opportunities
- Projects which encourage volunteerism and involve stakeholders in the implementation of the grant.
- Projects which provide leverage for generating other funds and community resources in the Northfield area.

No grants will be made for the following types of projects unless there are compelling reasons to do so:

- Support for general operating expenses
- Basic municipal services
- Purchasing real estate
- Endowment campaigns
- Previously incurred debt
- Sectarian religious programs
- For profit organizations
- Lobbying

No grants will be awarded to an organization that has not complied with the reporting procedures.

The Northfield Area Foundation
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