

Grant Guidelines

OVERVIEW

Grant commitments are generally for one year only and in the range of \$5,000 - \$25,000.

Applications are limited to requests for support of financial literacy and reading literacy programming for both youth and adults. For requests that would fall outside the stated grant range, applicants should contact staff prior to submitting an application at foundation@cacu.com.

ELIGIBILITY REQUIREMENTS

CommunityAmerica seeks to partner with organizations who demonstrate the following:

- Must be a 501c3 organization in good standing.
- Program/project must be located within CommunityAmerica Credit Union's primary field of membership defined as Kansas City's five-county metropolitan area, which includes Clay, Jackson and Platte counties in Missouri and Johnson and Wyandotte counties in Kansas. Local chapters of national organizations may apply.
- The following are types of programming that will be considered:
 - Programs that provide children and youth with financial literacy education.
 - Programs that help families or groups break cycle of debt and encourage financial independence.
 - Program/project focused on work and life skills essential to self-sufficiency, with a focus on financial management.
 - Program/project related to increasing reading literacy in children and adults.

PREFERENCES

The following are a series of preferences used by CommunityAmerica Credit Union in evaluating programs/projects and potential partners.

- Focus on increasing the number of individuals and/or families who are achieving financial success
- Evidence based approach and the ability to track results, short and long-term of clients served.
- **Past performance of the organization in achieving similar results for the clients served.**
- Stability and demonstrated track record.
- Evidence of strong leadership within the organization behind the proposed program.
- Organizational capacity to undertake the proposed program/project.
- Costs associated with the proposed program are justified by the results the program proposed to achieve for the individuals it serves.

- Demonstrate collaborative nature.
- The presence of other funding commitments for the program and evidence that it is a sustainable model.
- Demonstrate that a majority of clients served are from CommunityAmerica Credit Union's field of membership.
- Be open to identifying and providing volunteer opportunities, both for service opportunities and for positions of volunteer leadership, from the CommunityAmerica employee base.

GRANT RESTRICTIONS

The Foundation will not provide funding for:

- Grants to individuals, including scholarships.
- Debt retirement or operating deficits.
- Equipment expenses, unless the equipment will directly improve the organization's ability to provide and deliver services.
- Multiple grants within the same 12-month period (one grant per organization, per year).

REPORTING AND RECOGNITION REQUIREMENTS

- The grantee organization agrees to coordinate a check presentation with representatives of CommunityAmerica and CommunityAmerica Foundation for publicity purposes.
- The grantee organization agrees to seek publicity for the grant, as possible, through a media press release, through a story in the organization's newsletter, or other method and to communicate a recognition plan upon acceptance of the grant.
- The grantee organization agrees to recognize CommunityAmerica Foundation via a minimum of two social media posts during the year following the grant, using the hashtag of #CACUGIVESBACK.
- CommunityAmerica Foundation will require a brief mid-year and final report. Reporting formats and deadlines will be forwarded to grantees upon notification of funding.

DEADLINES

The CommunityAmerica Credit Union will have three funding cycles in 2019.

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| Cycle 1: | Deadline for submission, Friday, March 1 st , 2019. 5:00 pm CST
Notification of funding status, Monday April 1 st , 2019 |
| Cycle 2: | Deadline for submission, Tuesday, July 2 nd , 2019. 5:00 pm CST
Notification of funding status, Wednesday, July 31 st , 2019 |
| Cycle 3: | Deadline for submission, Friday, November 1 st , 2019. 5:00 pm CST
Notification of funding status, Monday December 2 nd , 2019 |