



### **Eligibility:**

The Hudson Community Foundation welcomes grant requests from nonprofit organizations that are classified as nonprofit charitable organizations under section 501( c) (3) of the IRS code or in some cases government agencies. The Hudson Community Foundation will welcome grant requests from nonprofit organizations that are located in Hudson or provide service to Hudson. The Foundation will look favorably on grant requests that fall into these areas of interest:

- Youth Education and Recreation
- Arts and Culture
- Social Services
- Historical and Environmental Preservation

### **General Exclusions:**

The Grant Selection Committee will not support:

- Grants to religious organizations or events
- Grants to private foundations
- Grants to cover past operating deficits or debt retirement
- Grants for support to individuals
- Testimonial dinners or advertising
- Political organizations or campaigns
- Capital campaigns
- Endowments

The Hudson Community Foundation Grants Committee meets quarterly to discuss Grant Applications. Requests must be received by the following dates to be considered for the quarterly meeting:

December 15<sup>th</sup>, March 15<sup>th</sup>, June 15<sup>th</sup> and September 15<sup>th</sup>.

## GRANT APPLICATION GUIDELINES

### **Cover Letter**

Must be on the organization's letterhead  
Signed by the Executive Director

### **Executive Summary** *(not more than one page)*

Project Requested Amount  
Project Description  
Executive Director  
Contact Person

### **Organization History and Project Proposed** *(not more than 8 pages)*

#### **About Your Organization:**

Founding, History and Mission  
Major Programs  
Funding Strategies  
Financial Information  
    Operating Budget  
    Endowments

#### **Project Proposed:**

Need for the project  
Objectives  
Population to be served  
Budget Narrative  
Budget Detail  
Time Period  
Project Income sources (committed, pending or proposed)

#### **Evaluation Plans**

### **Attachments**

Board of Trustees  
501(a) (3) Determination Letter/509(a) Determination Letter  
Annual Report  
Financial Statements for past two years

### **How to Present Your Proposal:**

Please number the pages  
Submit five copies

### **Submit to:**

HCF Grants Committee Chair  
P.O. Box 944  
Hudson, OH 44236