



# The Youngstown Foundation

## 2010 GRANT REQUEST GUIDELINES

1. Grants from the Youngstown Foundation are made at the direction of the Foundation's Distribution Committee. The Committee meets in March, June, September and December. Requests must be received by 4:00 p.m. on:
  - Friday, January 29, 2010
  - Friday, April 30, 2010
  - Friday, July 30, 2010
  - Friday, October 15, 2010
2. Grants from The Youngstown Foundation support the broad spectrum of our community's nonprofit 501(c)(3) organizations including the arts and culture, education, economic/community development, health, human services and the environment. Some funds within the foundation have specific criteria for grant awards. As grants are received they are directed to the appropriate fund. *Note: The Hine Memorial Fund supports therapeutic programming for children with diagnosed disabilities and requires a separate application which is posted on The Youngstown Foundation website: [www.youngstownfoundation.org](http://www.youngstownfoundation.org)*
3. The Youngstown Foundation's catchment area is the city of Youngstown and vicinity. *Note: Some funds within the foundation encompass a broader catchment area. For pre-approval to apply for such funds, call 330-744-0320.*
4. Grant requests will be considered for capital projects, programming and operating.
  - Grants usually range from \$1,000 to \$25,000.
  - The Youngstown Foundation will review only one (1) proposal per year per agency.
  - Proposals requesting pledge commitments beyond one (1) year will not be considered.
  - Grant recipients should not have an expectation of annual funding.
  - Grants from the unrestricted funds will not be made for:
    - Film, video, radio or television projects
    - Endowments, debt reduction or budget deficits
    - Political projects
    - Religious organizations for religious purposes
    - Grants or loans to individuals
    - Short-term events such as conferences, festivals, fundraising functions, awards programs
    - Travel, tours or trips
    - Sabbatical leaves; scholarly research
5. Requests to the Youngstown Foundation should include: *(Kindly limit print to one side of each page.)*
  - ✓ Agency history and mission statement.
  - ✓ Project/program summary including confirmed need, demographics of audience served, goals, and strategies for implementation.
  - ✓ Timeline.
  - ✓ Total cost/budget and copies of bids/estimates.
  - ✓ Amount of request.
  - ✓ List of other funding sources including those confirmed or pending.
  - ✓ A roster of current board of directors/trustees.
  - ✓ Roster of key staff/titles.
  - ✓ Current operating budget.
  - ✓ Request should be signed by CEO/Executive Director and Board Chair.
  - ✓ Three (3) complete sets of the request.

Submit one (1) copy of the applying organization's:

- Most recent audited financial statement.
- IRS Confirmation Letter of 501(c)(3) status.

**CONTACT: The Youngstown Foundation**  
**PO Box 1162**  
**Youngstown, Ohio 44501**

**Phone: 330-744-0320**  
**Email: [Info@youngstownfoundation.org](mailto:Info@youngstownfoundation.org)**  
**Website: [www.youngstownfoundation.org](http://www.youngstownfoundation.org)**