



The Beresford Area Foundation is managed by a local board of volunteers who believe in building long-term assets for the community. We believe in giving grants to nonprofits making Beresford a better place to live, work, and enjoy.

### Please Complete BAF's Grant Application Checklist:

- \_\_\_\_\_ Read, signed and attach Beresford Area Foundation grant guidelines acknowledgement.
- \_\_\_\_\_ Verified **501(C)3** or non-profit status
- \_\_\_\_\_ Completed all sections of the grant application.
- \_\_\_\_\_ Attach a completed W-9 for your 501(C)3 organization.
- \_\_\_\_\_ Attached supporting documents (i.e. budget, mission overview, annual goals, statistics, etc.).
- \_\_\_\_\_ Submitted grant application, guidelines acknowledgement signature page and supporting documents. Due date: **Feb. 15<sup>th</sup> - April 1<sup>st</sup> of current year.**
- \_\_\_\_\_ Mail or email documents to:
  - \_\_\_\_\_ Beresford Area Foundation, PO Box 84, Beresford, SD 57004 or
  - \_\_\_\_\_ [mjmc073154@gmail.com](mailto:mjmc073154@gmail.com)

## Beresford Area Grant Application Guidelines

Applications Due Date: February 15<sup>th</sup> thru April 1<sup>st</sup> of the current year.

### General Information

The Beresford Area Foundation (BAF) promotes philanthropy and invests in a wide range of programs that contribute to our community's social, health, economic and well-being. Beresford Area Foundation's annual grant program is made possible by generous donors who have contributed general and area-of-interest gifts which allow us to respond to community needs, changing opportunities and challenges. Beresford Area Foundation is an agent of the South Dakota Community Foundation.

### Yearly Grant Program Timeline

- February 15<sup>th</sup> to April 1<sup>st</sup> of the current year - Applications Due
- April – BAF Board reviews applications (you are invited to attend the meeting)
- May 1st - BAF notifies grant recipients.
- February 1<sup>st</sup> of the following year – Community Impact Reports Due

### Grant Program Objectives

Beresford Area Foundation strives to support a broad spectrum of programs and projects through nonprofit organizations that focus on emerging community needs, arts and culture, education, health and human services, economic development, historical significance, and community and civic engagement. BAF grant funds will NOT be awarded to subsidize normal operating expenses, elimination of budget deficit, annual fund drives, and capital campaigns. The foundation will not continually support the same project. BAF funds ongoing and established programs as well as innovative projects that address existing community needs. Grant funds may only be used for the purpose stated on the application.

The following Beresford Area Foundation Guidelines will be followed when considering grant requests:

### Grant Proposal Considerations

In reviewing grant proposals, BAF considers the following:

- **Community Impact and Benefit:** BAF funds nonprofit organizations whose strategies and outcomes produce high community impact levels by solving new problems or addressing important community needs or opportunities. BAF also considers the likelihood of ongoing success.
- **Service Area:** BAF funds nonprofit organizations that operate and/or fill unmet needs within the Beresford service area.
- **Partnerships:** BAF encourages collaboration with other local community partners and community support without duplicating services. This includes financial or in-kind contributions. However, principle accountability must be the applicant.
- **Population Served:** BAF funds nonprofit organizations that serve all populations, and we prioritize programs that reach large numbers of community members and serve populations with unequal access to resources and opportunities.
- **Accountability:** BAF funds nonprofit organizations that have established internal control systems and follow-up with impact reports after receiving funds from the foundation. In addition the grant must be for a charitable purpose and entities that are not verified 501(c)(3) organizations shall be required to submit a

**“Expenditure Responsibility Final Evaluation and Expenditure Report”** upon completion of the project.

- Organizational Capacity: BAF funds nonprofit organizations that have the capacity, resources and assets to execute action plans to successfully fulfill the grant proposal purpose.
- Timeline of project.

### **Eligibility**

- Applying organizations must have active IRS 501(c)3 tax-exempt status, non-profit status or government entity status.
- Applying organizations must serve the population and meet the needs of the Beresford community.
- Applying organizations must submit all required grant application materials outlined in the Grant Application Checklist (completed application, completed W-9 form, and supporting documents such as a detailed budget for the project/program, mission overview, annual goals, statistics, etc.).
- BAF favors local program/project specific grant proposals that align with the foundation’s mission.
- BAF does not fund general operating expenses including payroll, rent, travel, marketing, insurance, etc.
- BAF will not consider grants to individuals, endowments, international organizations, churches, or local, tribal, state or federal government entities. The Foundation does however, recognize independent organizations’ projects which exist within the framework of government but are not government programs.
- Previous BAF grant recipients must have submitted the required annual Community Impact Report for the grant cycle in which funds were awarded to be eligible for future grants.

### **Challenge or Matching Grants**

BAF encourages matching from all grant applicants. When the Board perceives the need for more local involvement and financial support of a given project in order to establish ownership by the community, it may require challenge grants in any portion. BAF grants are meant to supplement other program funding, as BAF anticipates the requested grant amount is typically not enough to cover the full cost of the project/program. The applicant’s budget attached to the submitted BAF Grant Application should reflect additional funding sources.

### **Expenditure of Grant Funds**

All grant proposal projects are expected to be conducted and grant monies expended within 12 months of the grant award. Extensions to these guidelines require BAF Board of Directors approval.

### **Discrimination Policy**

Beresford Area Foundation values organizations that promote inclusiveness. BAF does not support organizations that discriminate on the basis of race, ethnicity, religion, gender, sexual orientation, marital status, disabilities, age, status as a veteran, national origin or any other protected classes.

### **Multiple Years of Funding**

The Beresford Area Foundation will consider grant proposals generally for one year. Previous BAF grant recipients are not guaranteed to receive future funding.

### **Exceptions**

The Beresford Area Foundation Board of Directors may make an exception to any printed policy or guideline upon motion duly made, seconded and passed by 2/3 vote of those directors. The motion must state the rationale for the exception. Exceptions taken in one instance do not necessarily constitute precedent exceptions for future grant decisions.

### **Disbursements to Grantees**

Grants will be awarded by BAF’s Board of Directors based on their thorough evaluation of the submitted applications.

### **Reversion of Grant Funds**

In the unusual event that a grant recipient is unable to complete its BAF grant award obligations, or circumstances or conditions prohibit project success, the grant recipient will return all BAF grant award unused funds.

### **Community Impact Reports**

Grant recipients are required to submit a Community Impact Report on or before the annual report due date. The grant recipient’s Annual Community Impact Report is a prerequisite for future organizational funding consideration.

**Limit of Ongoing Funding Commitment**

Beresford Area Foundation distributions are made from earnings only and cannot reduce principal, therefore, under low market conditions it is possible that no grants for a particular grant cycle will be awarded. Previous grant recipients are not prioritized or guaranteed to receive ongoing funding.

**Contact Us**

We welcome and encourage questions about the Beresford Area Foundation grant process. Please connect with us for questions regarding eligibility, the grant application, your proposal, or anything else about BAF's grant process. We strive to respond to all inquiries promptly. Contact Mike McGill, President of BAF at (605) 763-2057 or email at mjmc073154@gmail.com.

**Signature Acknowledgement for Guidelines**

By my signature, I acknowledge that I have read, understand and comply with the Beresford Area Foundation's Grant Application Guidelines as defined in the grant application packet, including completing the Community Impact Report that is due. I also acknowledge this application is true and correct to the best of my knowledge.

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Signature

Date

**(Please attach signed and dated Guideline Acknowledgement Signature page to application.)**



**BERESFORD AREA FOUNDATION**

The Beresford Area Foundation is managed by a local board of volunteers who believe in building long-term assets for the community. We believe in giving grants to nonprofits making Beresford a better place to live, work, and enjoy.

**Beresford Area Foundation Grant Application**

Applications Due Date: February 15<sup>th</sup>-April 1<sup>st</sup> of the current year.

**PROGRAM AND ORGANIZATION INFORMATION:**

1. Name of Organization: \_\_\_\_\_

2. Mailing Address of Organization: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

3. Tax ID#: \_\_\_\_\_ 4. Founding/Incorporation Date: \_\_\_\_\_

5. Contact Person for this Application & Title: \_\_\_\_\_

Board of Directors or Fiducial Representative: \_\_\_\_\_

6. Phone #: (\_\_\_\_\_) \_\_\_\_\_ 7. E-Mail Address: \_\_\_\_\_

8. Purpose of Organization and Specification of Charitable Purpose for this grant pursuant to attached **Charitable Purpose Overview Information Sheet** attached to this application for grant:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

9. Current Fiscal Year Operating Budget: \_\_\_\_\_

10. Major Sources of Revenue: \_\_\_\_\_

11. Has your organization previously received funds from the Beresford Area Foundation? \_\_\_\_\_

**PROJECT/PROGRAM PURPOSE & NEEDS.**

1. Program/Project Title: \_\_\_\_\_

2. Specifically describe the project/program for your request (what issues are you addressing for the Beresford community? What gaps are you filling for the community?):

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3. Describe the estimated number and target population served through this project/program:

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4. Specifically describe how the requested grant funds from Beresford Area Foundation will be used:

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5. Describe the anticipated project period & use of funds period for the grant funds:

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6. If ongoing, how will the project/program be sustained?

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**PROJECT/PROGRAM IMPACT & EVALUATION:**

1. Describe the benefits, impact and expected outcomes of the project on the Beresford community and targeted populations (How will you know the project is successful? What will you measure to ensure the project is meeting its objectives?):

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**PROJECT/PROGRAM COST & FUNDING**

1. Total Project/Program Cost: \$ \_\_\_\_\_  
Project/Program Budget Narrative: (attach documents if needed)

2. Additional funding sources for the project (committed and anticipated): \$ \_\_\_\_\_  
Additional committed and anticipated funding sources narrative:

3. TOTAL amount requested from Beresford Area Foundation: \$ \_\_\_\_\_

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Signature or Type Name

Date

**OPTIONS TO SUBMIT YOUR GRANT APPLICATION:**

a. Email saved grant application and additional materials to: [mjmc073154@gmail.com](mailto:mjmc073154@gmail.com)

b. Print and send grant application and additional materials via US mail to: *Beresford Area Foundation, PO Box 84, Beresford, SD 57004*

*"Distributions are made from earning only and cannot reduce principal, therefore, under low market conditions it is possible that no grant will be awarded."*

**NOTE: Grantees will be required to submit a Community Impact Report Form to the Beresford Area Foundation on or before February 1st of the year following receipt of the grant funds. In addition, with respect to Grantees that are not verified 501(c)(3) entities, Grantee will be required to prepare and submit to the South Dakota Community Foundation an "Expenditure Responsibility Final Evaluation and Expenditure Report" as evidence that the funds were used for the charitable purpose identified on the application on the form that is attached to this application.**