



SELBY COMMUNITY FOUNDATION
Growing our future with seeds from the past

Selby Community Foundation Grant Application

*Please complete all sections of the application
to ensure accuracy and intent.*

Dear Applicant,

Selby Community Foundation was established by a local advisory council in partnership with South Dakota Community Foundation (SDCF). In November 2024, Selby Community Foundation Advisory Council accepted a challenge to raise \$100,000 within three years for a match of \$150,000 from the Oscar M. and Edna A. Himrich Family Fund and South Dakota Community Foundation (SDCF).

Their goal is to create a long-term funding source for charitable causes in the local area that will be distributed forever. With careful investment, the fund will continue to thrive and enhance quality of life in the local area creating a lasting legacy. This fund is one of 90 community savings accounts in partnership with SDCF.

Applicants must be classified as a 501c3 non-profit, church, school, government entity or have a charitable purpose as the IRS defines it to be eligible.

Each grant recipient is expected to provide the Selby Community Foundation with a report of how the funds made their program or project a success. This expectation allows the council the opportunity to determine if the foundation's mission is being met or if changes need to be made in the award process. **Please read the following application carefully and complete all sections.**

Thank you for applying!

Selby Community Foundation Advisory Council

Gene Miller, Chair

Tom Fielder, Vice Chair

Steph Stroh, Secretary

Vi Lemburg, Treasurer

Jerry Stiegelmeier, Kyle Ackerman, Gary Fahrni, Ruby Humphrey, and Karen Spiedel

Selby Community Foundation Mission

Receive and administer charitable gifts creating a permanent endowment to assist a wide range of programs to qualified non-profits, institutions or agencies to promote the social and economic well-being of the people of Selby and surrounding communities. <https://www.sdcommunityfoundation.org/selby> Facebook page [Selby Community Foundation](#)

Selby Community Foundation Grant Application

Please complete all sections of the application to ensure accuracy and intent.

GENERAL INFORMATION

Date of Application: _____ IRS EIN #: _____

Name of Organization: _____

Mailing Address: _____

Physical Address: _____

Phone #: _____

Website (if applicable): _____

Contact Name: _____

Contact Phone #: _____ Email address: _____

ORGANIZATION'S MISSION

PROJECT INFORMATION (Summary of project, positive impact it will have, who will benefit etc)

Estimated Project Completion _____

Amount Requested: \$ _____ Total Project Cost: \$ _____ Do you have other sources of funding? Yes or No

If your organization is a 501c3 nonprofit, church, government or school entity, stop here. If not one of these groups, please continue to page 3-5. Non-501c3 nonprofit, church, government or school entity

1. **IRS Charitable Purpose:** Review definition on page 3.
2. **Pre-Grant Inquiry:** complete on page 4.
3. **Expenditure Responsibility Guidelines and Grant Acceptance Form:** review and sign on page 5.

What is Charitable Purpose?

Charitable purpose is what sets a 501(c)(3) organization apart from other types of nonprofits. In order to qualify for 501(c)(3) tax-exempt status, organizations must exist exclusively for one or more of the following charitable purposes, as defined by the IRS, and broken down below.

What is the difference?

Nonprofit Organizations

Nonprofit status is a concept of state law. Nonprofit corporation status is granted by the Secretary of State. There are several kinds of nonprofits, not all are tax-exempt.

Charitable Organizations

Charitable organizations are a type of nonprofit. Their charitable purpose sets them apart from other nonprofits. Designated by the IRS through section 501(c)(3) of federal code. Such organizations are tax-exempt. Must meet the IRS definition of charitable to qualify.

Charitable (Generally)

The catch-all category. Covers organizations that do not fit into one of the other categories.

1. Relief of the poor, distressed or underprivileged
2. Advancement of religion
3. Advancement of education or science
4. Erecting or maintaining public buildings/monuments/works
5. Lessening the burdens of government
6. Lessening neighborhood tensions
7. Eliminating prejudice and discrimination
8. Defending human rights secured by law
9. Combatting community deterioration and juvenile delinquency

Examples: Community Foundations, St. Jude's, NAACP

Religious

Basic guidelines:

1. Beliefs must be truly and sincerely held; and
2. Practices/rituals not illegal or contrary to public policy
3. Regularly scheduled, publicized service with regular attendance.

Examples: churches, ministries, missions, church-related charities, seminaries

Testing for Public Safety

Not simply promoting public safety, activities must include testing products for use by the general public.

Examples: Underwriter's Laboratory or Consumer Reports

Fostering amateur sports competition

A rare designation. Competition on higher level than amateur athletics such as Post baseball or YMCA swimming, etc.

Examples: USA Cycling or USA Volleyball - competitions that feed into the Olympics.

Literary

Reserved for nonprofit bookstores or publishing activities.

Examples: religious publishing houses/college bookstores

Scientific

Scientific research done in the public interest. Results must be made available to the public.

Examples: University studies published in medical journals.

Educational

One of the more commonly used categories, with a wide range of possibilities. Two requirements to qualify:

1. Instruction or training of individuals for the purpose of improving or developing their capabilities; or
2. Instruction of the public on subjects useful to individuals and beneficial to the community

Examples: Primary or secondary school, college, tech school. Public discussion groups, forums, lectures, etc. Museums and zoos. Also, some alumni associations, children's sports leagues and nonprofit daycares

Prevention of cruelty to animals or children

To provide for the general safety of children or animals.

Examples: ASPCA, World Wildlife Fund, humane societies, and endangered species habit groups. For children, APSAC, local Child Protection Teams, etc.

Watch out for...

Examples of nonprofits that may appear charitable but are not:

- Volunteer Fire Department-501 (c)(4)
- Rotary Club-501(c)(4)
- Labor and ag unions-501(c)(5)
- Chamber of Commerce-501(c)(6)
- Economic Dev. Corporation - 501(c)(6)
- Fraternities/sororities-501(c)(7)
- Country Clubs-501(c)(7)
- Cemeteries-501(c)(13)
- Legion, Post, etc.-501(c)(19)

Documentation for non-501c3, church, school, government entity

Please provide as many of the following documents and information as possible.

- **Evidence of the legal status of the organization**
 - Organizing documents
 - Articles of Incorporation
 - Trust Agreements
 - Charter
 - Tax Classification, or
 - Certification from appropriate authorities
 - Copy of the latest tax return filed with the IRS
 - Recent financial statements (audited financials preferred)
- Annual report or brief description of the organization's history, goals, mission, recent activities, and future plans:
- List of the grantee's governing board and key officers:
- Description of prior grants from or contacts with the South Dakota Community Foundation or affiliated organizations (if any):
- Brief description of recent grants made by any other organization or units of government to the grantee



FORM

Expenditure Responsibility Guidelines & Grant Acceptance Agreement

Any grant made to a nonverified organization from a Community Savings Account fund at the South Dakota Community Foundation (SDCF) will be subject to the terms herein this Grant Acceptance Agreement.

Grantee Name: _____

Description of project: _____

Expenditure Responsibility Guidelines

1. **Expenditure of Grant Funds:** The funds awarded may be spent only in accordance with the goals and objectives stated in the grant application and as approved by the SDCF. The grantee agrees to repay to SDCF any portion of the grant not used for the originally stated purpose of the grant. The grantee agrees not to use any portion of grant funds for political or lobbying activity.
2. **Ownership of Grant-funded Property:** Equipment or property purchased with grant funds shall be the property of the grantee organization unless the organization should go out of existence. In that case, ownership of the equipment or property shall revert to the SDCF unless ownership is transferred to another nonprofit organization.
3. **Maintenance of Supporting Records:** The grantee is responsible for maintaining adequate supporting records, including a record of all receipts and expenditures relating to the grant.
4. **Separate Account Maintenance:** The grantee is responsible for maintaining separate accounting records for grant funds received from the SDCF. Grant funds shall not be commingled with other noncharitable funds.
5. **Extension or Reversion of Grant Funds:** The grantee will return to the SDCF any funds not spent by the close of the grant period, except in the case of prior written approval from the SDCF for an extension of the grant period for substantive causes.
6. **Review of Grant Activity:** The Grantee will furnish the SDCF with a closing grant evaluation and a detailed statement of expenditures.
7. **Limit of Commitment:** Unless otherwise stipulated in this agreement, the SDCF has no obligation to provide other or additional support to the grantee.
8. **Evaluation and Reporting:** A final evaluation and statement of expenditures must be submitted to the SDCF within 60 DAYS of the date of project completion. Failure to provide timely reporting will result in the grantee being ineligible for future grants unless and until the final evaluation and statement of expenditures is submitted.

Signature – By signing this agreement, grantee promises to abide by the above guidelines.

Authorized Representative Name (print):	Signature:	Date:
Position/Title:	Grantee Organization:	
Office Use: Date received: _____ Approved: Y / N Charitable Purpose: _____		