

***THE GREATER JEFFERSON COUNTY FOUNDATION
CULTURAL TRUST FUND***

PO Box 1325
Fairfield, Iowa 52556

PH: 641-472-0758
FAX: 641-472-0758

Grant Application Information

1. Mission Statement: The Greater Jefferson County Foundation receives, accepts, and distributes funds for educational, cultural, civic, and charitable purposes for the benefit of the greater community of Jefferson County, Iowa. The goals of the Cultural Trust Fund are to assist qualified organizations in providing cultural, civic, and educational programs, encourage individual and corporate involvement through gifts and bequests, and to administer and invest funds for the creation of perpetual opportunities and services.
 2. Grant applications to non-profit organizations are available each year beginning September 15, from the foundation office, David Neff at Iowa State Bank or through the web site of the Fairfield Chamber of Commerce. The completed application form must be returned to the foundation by mail to the address above or by FAX no later than _____.
 3. Grant applications will be reviewed on the following criteria:
 - Benefit to cultural tourism of Jefferson County
 - Benefit to and number of residents in Jefferson County who will be affected
 - Past grants to your organization
 - Grants from the Cultural Trust will be used for programming and operations
 - Preference may be given to events/programs within the state designated Cultural District
 4. The total amount of the annual grant disbursements customarily does not exceed the interest income generated by the Foundation during the year ending September 30.
 5. The applications are reviewed by the Cultural Trust Grants Committee during the last two weeks of October. The Committee includes members from the following organizations:
 - Fairfield Cultural Alliance
 - Fairfield Art Association
 - Jefferson County Civic Center
 - 1st Fridays Art Walk Board
 - Convention and Visitor's Bureau (CVB)
 - Two additional members from two other cultural organizations in Jefferson County
- Recommendations will be given to the full Board of Director's November meeting with instruction to distribute approved grant funds upon signing of a contract, invoice presented or day of the event. All grant applicants will be notified as to their approval or denial.
6. Any additional questions should be directed to the attention of Dale Sue Glass, Administrative Assistant at the Foundation office.

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Date: _____ Amount Requested: _____

Name of Organization: _____

Address: _____

City, State, Zip: _____

Phone: _____ FAX: _____

1. Describe the event or program.
2. State when the event will occur.
3. Explain how this event will be used to enhance our community.
4. Estimate number of participants, including out of county visitors.
5. Describe the programming excellence of the event. This may include a resume of the event.
6. List projected expenses for the event or program. Please attach any available quotes.
7. Briefly tell about your organization. Include who your organization serves, any benefits to residents of Jefferson County and the number of residents who will be affected by the awarding of this grant.
8. Is your organization incorporated? _____
9. Is your organization tax-exempt? _____
10. Provide verification of your non-profit status or letter of determination from the IRS on your 501(c)3 status.
11. Can your organization complete your project if GJCF partially funds your grant request? _____

Name _____ Signature _____
(please print)

Title _____

THE GREATER JEFFERSON COUNTY FOUNDATION AND CULTURAL TRUST FUND

Policy: Non-discrimination

The policies and practices of the Greater Jefferson County Foundation are to carry out all lawful and permitted functions without discrimination because of race, creed, color, religion, age, sex, national origin, or physical or mental disability, and to treat them equally with respect to opportunities for participation as Foundation officers, directors, employees or agents and as citizens benefiting from or consideration for benefit of the services, grants, programs and activities consistent with the lawful purposes and functions of the Foundation.

Policy: Gender Neutrality

It is the policy of the Greater Jefferson County Foundation that all citizens participating in Foundation services, grants, programs and activities, as well as officers, directors, employees and agents have the right to function in an environment free from all forms of harassment or gender based bias or prejudice. The Foundation does not condone, and will not tolerate any harassment or gender based bias or prejudice. The Greater Jefferson County Foundation shall take direct and immediate action to prevent such behavior, and to remedy all reported instances of harassment or gender based bias or prejudice, sexual or otherwise.

Policy: Americans With Disabilities Act (ADA)

No qualified individual with a disability will be excluded from participation in the Greater Jefferson County Foundation services, grants, programs or activities on the basis of a disability. Information concerning this policy may be obtained in accessible formats by qualified persons with a disability by making appropriate arrangements. To receive more information or to request an accommodation to participate in the services, programs or activities, please contact:

John A. Morrissey, General Counsel
The Greater Jefferson County Foundation
109 North Court Street
Fairfield, Iowa 52556
PH: 641-472-3144