



Ripley Community & Heritage Fund Grant Guidelines

The mission of the Ripley Community & Heritage Fund is to enrich the lives of Ripley residents.

To this end, an endowment fund has been established for not-for-profit organizations serving the Ripley community. Grants will be awarded from the fund for projects and programs that support the mission of the Ripley Community & Heritage Fund (RCHF), and that strive to better the lives of Ripley community members.

Organizations eligible to apply are those:

1. who, except in special circumstances, are certified as charitable not-for-profit organizations according to the Internal Revenue Code and/or are sponsored by a not-for-profit fiscal agent;
2. whose mission statement is compatible with the mission of the RCHF;
3. and, whose projects benefit Ripley residents.

The RCHF will prioritize:

1. requests from organizations that are primarily volunteer;
2. requests that support historical preservation within Ripley;
3. requests that give quantifiable (measurable) results;
4. and, requests that demonstrate cooperation among community organizations.

Individual grants usually will not exceed \$1,000.

Funds will not be awarded:

1. to pay staff salaries;
2. for capital construction projects;
3. for general operating support;
4. for programs for which membership in an organization is required to participate or receive benefit;
5. and, to individuals.

Application:

1. organizations may apply only once per grant cycle;
2. awards are subject to the Northern Chautauqua Community Foundation's and the Internal Revenue Service's requirements;
3. grantees shall be responsible for a brief final report of the project results compared to the anticipated results;
4. and, copies of receipts for all the expenditures must be submitted, (failure to report will jeopardize future requests.)

Instructions for submitting applications:

1. applications must include the attached form with all requested information;
2. narrative should be limited to two-typed pages;
3. and, incomplete applications may not be considered.

Application Deadline: January 15th of Each Year

Forward completed application to: RCHF, c/o Richard Wade, 25 North State St. Ripley, NY 14775. The RCHF is an advised fund of the Northern Chautauqua Community Foundation. Contact 716-366-4892 or nccf@nccfoundation.org for more information.



Ripley Community & Heritage Fund Application

GENERAL INFORMATION

1. Name of Organization _____
2. Mailing Address _____
3. Telephone/Fax _____
4. What is the mission of your organization? How many people do you serve each year?

5. Contact person (please include title, phone number and email).

6. Nature of the project for which you are requesting funds.

7. Who would benefit from this project or program?

8. Amount being requested from the Ripley Community and Heritage Fund? \$ _____
9. Include any other information that might be beneficial in reviewing your grant application.

Attach additional sheets if necessary

PLEASE ATTACH THE FOLLOWING:

- IRS Determination Letter
- Board of Directors Roster
- Project Budget
- Organization Budget
- Most Recent Audit/Financial Statement

Signature of Applicant

Date

Authorizing Signature
(if different from applicant)

Date

Forward Completed Application to:
RCHF, c/o Richard Wade, 25 North State St. Ripley, NY 14775

212 Lake Shore Drive West, Dunkirk, NY 14048
716-366-4892 nccf@nccfoundation.org www.nccfoundation.org