

## GRANT GUIDELINES

The Helen S. Boylan Foundation is a private family foundation established in 1982 to continue the family tradition of commitment to enhancing the quality of life of the community through grants to qualified charitable organizations.

In carrying out its mission, the Foundation considers a wide range of proposals within the following areas: arts, education, health, human services, environment, and public interest.

### **Funding Policies**

Grants are made only to nonprofit charitable organizations that are tax exempt under Section 501 (c)(3) of the Internal Revenue Code, or to public governmental units. Generally, grants are limited to projects that benefit the citizens of Jasper County, Missouri, Smith County, Texas and Kansas City, Metropolitan area. Occasionally, projects that benefit the State of Missouri as a whole may be considered

The Foundation prefers to support proposals for new initiatives, special projects, expansion of current programs, capital improvements or building renovations.

The Foundation does not consider support for annual campaigns, endowments, or sectarian religious activities. Grants are not made to individuals.

Grants from the Foundation are usually awarded for one year only. For projects in those areas in which the Foundation has a special interest, requests for multi-year funding and general operating support may be considered.

Only one grant application may be submitted pertaining to the same program, subject or project in any twelve-month period. Organizations receiving grants are required to complete an evaluation report within twelve months after receipt of the funds.

### **Review Process**

The Board of Directors meets four times per year to consider grant requests. Applications must be received by March 31, June 30, September 30 or December 31 to be acted upon at the following meeting.

Applicants are welcome to discuss their proposal with the Foundation's staff either by telephone or in person. Upon receipt of the completed proposals, staff may request additional information or schedule a visit site. Members of the Board of Directors prefer not to be contacted directly.

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