

# **Wimbledon Community Improvement Corporation**

## **Donation/Grant Request**

Wimbledon Community Improvement Corporation (WCIC) is committed to creating sustainable prosperity that brings long term social and economic benefits for all community members, businesses and organizations. Any donations we make should support initiatives that build economic, social and cultural capacity and create a social and economic legacy. This policy is intended to set guidelines on the type of donations we provide, the criteria, availability of funds and procedures in order to secure any grant monies.

### **FUNDING PRIORITIES**

To assist in the development of prosperity within the community, WCIC has determined they will fund community betterment projects such as education, community development, arts & culture, business development and housing development.

#### **Area Objectives**

Community Development—Program should focus on creation of sustainable prosperity to include building capacity and physical infrastructure.

Education—Programs should be designed to support youth and adult continuing education. These may be targeted by age group, skill development, and internship.

Arts and Culture—Projects should seek to strengthen culture and diversity of the local community. Those that preserve heritage and promote traditions are encouraged.

Business Development—Project should establish a new business or expand services/employees of existing.

Housing Development—Project should focus on creation of additional housing opportunities to include single or multi-family and low income housing.

### **FUNDING ALLOCATION**

WCIC has established a yearly donation budget which within it will make their approvals. This amount will be distributed on a first-come, first-serve basis from any of the area objectives on a quarterly basis. WCIC allocates, from its yearly budget, fifteen percent towards donations and ten percent for grants.

### **FUNDING REQUESTS**

#### **Submission of funding requests**

Proposals should be submitted in writing to the donation committee or the WCIC president. Solicitations by phone will not be accepted.

## **Proposals**

Proposals should include the following:

### *Organization*

- Contact person's name, title, address, e-mail and telephone
- Description of organization's background, objectives, and mission
- Current operating budget and types of revenue sources, including government funding
- Names of directors and trustees
- Any previous relationship with WCIC should be discussed

### *Request:*

- Details about project, including objectives, time frames, and measures for evaluating success
- Potential number of individuals this will benefit
- Description of how community will benefit in both short term and long term
- Details of any previous or current projects of similar nature
- The nature and amount of support being sought and overall funding for the project
- Current and anticipated contributors and partners besides the WCIC

WCIC will not typically fund the following requests:

- Programs in communities outside a 5 mile radius of Wimbledon
- Organizations that discriminate on the basis of race, color, creed, gender, ethnicity
- Organizations dedicated to the advancement of religious or ethnic interests
- Individuals or organizations for profit
- Advertising and promotions
- Debt reduction campaigns
- Generic funding or capital campaign requests
- Funding for meals, travel or accommodations

## **ADMINISTRATIVE PROCESS**

Review and Approval—Donation requests are assessed reflecting the general objectives of the donation policy, and judged on the following criteria:

- Importance of need and existing services and facilities
- Creation of long-term results in the community
- Financial viability and effective management of the project and organization
- Length of project

The Donations Committee is a volunteer sub-committee of the WCIC consisting of three individuals that will review each request. Upon the sub-committee's review, a recommendation will be made to the full WCIC board at a monthly/quarterly or special board meeting for final approval. A formal vote will be taken.

WCIC accepts applications on a quarterly basis with deadlines of March 31<sup>st</sup>, June 30<sup>th</sup>, September 30<sup>th</sup> and December 31<sup>st</sup> of each year. Based upon the decision of the WCIC, the requesting organization will be contacted with the results and arrangements for disbursement of funds will be made within 30 days.