**The Foundation for the Enhancement of Mitchell County**

212 S. 5th Street, PO Box 306, Osage, IA 50461 641.732.4790 | mcedc@mcedciowa.com

**FEMC Grant Application: OVERVIEW**

**Mission Statement**: The mission of the Foundation for the Enhancement of Mitchell County is to foster private giving, strengthen service providers and improve the conditions of Mitchell County. To these ends, the foundation will promote endowment building, grant making, organizational collaboration, and public leadership for the benefit of the Mitchell County area.

**What we support:** The FEMC looks for projects that address significant community issues; present innovative, creative, and practical proposals which build on community strengths; develop the leadership potential of the community; involve the people served in the planning and implementation of the program; provide a plan for sustainability beyond the funding period; and capital projects that impact a significant number of county residents.

**Eligibility to Apply for Funding:**

* Tax exempt, non-profit entities classified by the IRS as 501(c) (3) or a 170 (b) governmental entity
* If not 501(c) (3), the NON-PROFIT organization must have a fiscal sponsor who will be legally & financially responsible
* One application per organization (Note: School projects should be submitted through their School Foundation)
* **Grant request maximum is $10,000 with all grant requests over $1,000 leveraging AT LEAST 25% of request.**

 *Examples:*

* *Total cost of project is $1,000 – FEMC Grant request can be $1,000*
* *Total cost of project is $5,000 - FEMC Grant request can be $3,750*
* *Total cost of project is $10,000 – FEMC Grant request can be $7,500*
* *Total cost of project is $13,334 or more – FEMC Grant request can be $10,000 (maximum request is $10,000)*

**Note: Community based daycares, school foundations, and libraries** are **exempt** from this requirement –

they can request 100% of their project.

**NEW! For grant requests of $3,000 or less there is an option to use the \*ONE PAGE APPLICATION**

**\*See FEMC One Page Grant Application for details.**

**Application forms available on-line at:**

[**https://www.mcedciowa.com/financial-resources**](https://www.mcedciowa.com/financial-resources)

**Application Deadline:** Due by 4:00 p.m. on **September 17, 2025**

**Have questions?**

**Contact FEMC c/o Mitchell County Economic Development:**

**641.732.4790 / Email: mcedc@mcedciowa.com**

***FEMC Overview***

**FEMC Grant: ONE-PAGE for requests of $3,000 or LESS INSTRUCTIONS**

**Checklist/Instructions:**

[ ]  **One-Page** (short form) FEMC **Grant Application**:

* **MUST BE TYPED:** Font = Times New Roman, Size = 12 pt
* **Sign application** – at bottom
* **Make 13 copies of Application Form**

[ ]  Attach 501(c) (3) and/or 170 (b) IRS documentation (only the 1st page is needed)

* ***\*Only one copy needed***

[ ]  Fiscal Sponsorship Agreement – *only* ***if*** *a fiscal sponsor is being used*

* + - Complete
		- Sign
		- *\*O****nly one copy needed***

**Definitions/Explanations**

**501 (c)(3) and 170(b):** Organizations must be recognized by the Internal Revenue Service as tax-exempt, nonprofit, public charities under section 501(c)(3) or as a “unit of government” under Section 170(b) to receive grant funding.

**501(c)(3)** is a section of the Federal Tax Code, which establishes the criteria for tax-exempt charitable organizations.

**Section 170(b)** refers to agencies that conduct activities to benefit the public at large, like public schools, state universities, public libraries, and volunteer fire departments.

**Fiscal Sponsor:** is an organization that is receiving the money on behalf of the grant applicant and is responsible for disbursing the money for the project and maintaining appropriate documentation. This entity must be a 501(c)(3) or a 170 (b) unit of government in order to serve in this capacity. A fiscal sponsorship agreement must accompany the grant application if a fiscal sponsor is being used.

**Capital Based:** The building of or physical improvement of something

**Program Based:** Operational, activity, general programmatic support

Submit final packet:

* 13 Copies of the One-Page (short form) Grant Application
* 1 Copy of 501(c)(3) and/or 170(b) IRS documentation
* 1 Copy of Fiscal Sponsorship Agreement, *if needed*

**Mail or deliver completed application packet to:** Mitchell County Courthouse **(basement office)**

**FEMC c/o Mitchell County Economic Development Commission**

**212 South 5th Street**

**Osage, IA 50461**

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***FEMC $3000 or Less: One-Page Application***

**femc GRANT: One-Page Application FOR REQUESTS of $3,000 or LESS 2025**

**Organization(s) conducting project:**

Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_City:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_State: \_\_\_\_\_\_ Zip:

Organization/Project **Contact Person** Information:

Name: Title:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email:

Federal tax identification number (EIN) of Organization(s):

Tax Status of Organization(s) - 501(c)(3) or 170(b), or other:

***If organization is not a 501(c)(3) or 170(b) a \*Fiscal Sponsor is required***

Name of Fiscal Sponsor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***\*Complete a Fiscal Sponsorship Agreement***

**Project Title**:

**Short Description** of Project (one sentence):

**Long Description** of Project (one paragraph):

***Cost of Project:***

* 1. **Amount of FEMC grant request: . …………………………….. $**
	2. **Amount secured by other sources: ……………………………** $
	3. **Amount provided by applicant/organization: ………………** $
	4. **Total Cost of Project:** **…………………………………………….… $**

\*If request is $1,001-3,000 the total of line B & C must be at least 25% of Line D, unless it is for a community-based library, school or daycare.

**(Reminder: If request is over $3,000 use the regular application form)**

**Type of Request (check one):**

[ ]  Capital Based**:** The building of or physical improvement of structures, purchase of equipment, computers, etc

*or*

[ ]  Program Based**:** Operational services, education, activities, general programmatic support, non-durable goods

**Project Focus Area (check one):**

[ ]  Environmental/Animal [ ]  Public/Society Benefit [ ]  Human Services

[ ]  Arts/Culture/Humanities [ ]  Health [ ]  Education

Anticipated completion date of Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Have you ever received funding from us before? ***[ ]***  *Yes* *[ ]  No* If Yes, what year was previous award received: \_\_\_\_\_

Signature of Authorized Project Representative \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_TITLE: \_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_

***FEMC $3000 or Less: One-Page Application***

***FEMC Instructions & Checklist***