



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>

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 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
 - ****Only 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

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

Application forms available on-line at:

<https://www.mcedciowa.com/financial-resources>

Have questions? Contact FEMC c/o Mitchell County Economic Development:
641.732.4790 / Email: mcedc@mcedciowa.com

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:**a. Amount of FEMC grant request: \$****b. Amount secured by other sources: \$****c. Amount provided by applicant/organization: \$****d. 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: _____

