

Gould Grant Program Guidelines

Approve by Vestry April 2022

These guidelines are intended to set standards for the Gould Grant Program and the review process for determining the viability of applications requesting funding, as we endeavor to continue to carry out the generosity and commitment to others demonstrated by Bernice Gould.

PROGRAM GOAL: The goal of the Gould Grant Program is to provide grant funds to projects that will aid in addressing the basic needs of people for a safe and decent quality of life.

ELIGIBLE ACTIVITIES: Examples of eligible activities include, but are not limited to, addressing poverty, housing needs, challenges faced by youth and seniors, domestic violence, homelessness, individuals with disabilities, family life skills training, food insecurities, transportation needs, decent access to educational and recreational opportunities for all ages, and efforts to improve the safety and quality of life in neighborhoods. We will achieve these goals by collaborating with existing or start-up organizations that carry out programs to address these goals. Gould Grant funds may also be used for printed materials for the public related to available program activities, sponsorship of training costs for program participants, assisting with the costs of equipment that will increase ability to address the needs of the public, and other areas that the committee deems to strengthen benefits to the targeted populations. Grant Funds are not eligible for use by an organization to cover their operating costs, such as salaries, pensions, utilities, etc.

PROGRAM MARKETING: Marketing of the program may be accomplished through building partnerships with organizations involved in community outreach activities and by reaching out to organizations we become aware of that are striving to address quality of life issues. Advertising and social media are not recommended due to budgetary limitations.

ANNUAL BUDGET: Vestry, in their annual fiscal planning, will establish the budget for the Grant Program, with funds derived from the Bernice Gould Fund. Currently the annual allocation is \$35,000.

WHO CAN APPLY: Grant applications will only be accepted from organizations for the creation or continuation of programs that will address the basic goals of the Fund. We do not provide funds directly to individuals, but rather to organizations that address the needs of individuals or the community.

MAXIMUM GRANT: There is no specified grant limit. Often the amount listed as the maximum grant amount allowed, is automatically requested without prudent analysis of what the actual needs are or endeavoring to bundle funding sources to achieve the best end results. A specified grant limit may be more than some need, while others may need much more.

Budgetary information and other data requested on the application form will give us a clearer picture of the true need. Should the requested grant amount be felt unreasonable or beyond our program limits, it can either be denied or a lesser amount approved. If in the future it is found that setting a grant limit is in the best interest of the program, these guidelines can be revised and submitted to Vestry for approval.

APPLICATION FREQUENCY: An organization may only apply once in a calendar year. Applications from organizations that reapply for funding annually for the same activity should be carefully reviewed to see if they are showing evidence of looking for other funding options to augment their budget or becoming reliant upon us to fund their ministry, particularly if they are not putting some of their own funds into the project. They should also demonstrate the accomplishments from the previous year in addressing goals.

REVIEW/APPROVAL PROCESS: The Gould Grant Program Allocation Committee will review all aspects of the application to determine if all requested information is provided; the scope of the project meets the goals of the Fund; and if detailed budget information is provided and demonstrates a thorough plan for funding and carrying out the project. For organizations, the committee is unfamiliar with, accessing their website may also be helpful. Applications found viable by the committee are forwarded to Vestry for formal consideration.

FUND BALANCE: Grants may be given out throughout the year until funds are depleted. In the event that funding is depleted before year's end, incoming applications will be returned with the explanation that funds are depleted and they may reapply the following year if their need still exists. If we find that demand is frequently depleting funding early in the year the Committee may consider the establishment of grant limits or consider requesting an increase to the annual allocation for future years. Each year, at the December Vestry meeting, the committee will recommend approval of viable applications received since the prior Vestry meeting. In the event this will not deplete the remaining balance in the Grant Program's annual budget, the committee will select an organization that has a successful record of addressing world-wide needs and who was not a recipient of funds during the current year to receive the balance of funds. (Examples: Episcopal Relief & Development, the Red Cross, etc.) Once approved by Vestry, funds should be released and the account balance zeroed out by year's end.

REVISION OF GUIDELINES: The Gould Program Committee can recommend amending these guidelines, with the final decision made by Vestry. It is recommended that such revisions be approved during the third quarter of the year for implementation in January of the following year, to allow adequate time for updating records and establishing new partnerships that may be needed, or making existing partners aware of the changes.