



**Kiwanis Club of San Ramon Valley
San Ramon Valley Kiwanis Foundation**

**FUNDING GUIDELINES – COMPETITIVE GRANT APPLICATIONS
2024 FUNDING CYCLE**

PLEASE NOTE: There is a change for 2024 in how you MUST submit your Grants Application and supporting Documentation!

Every request must still have a completed multi-page Grant Application, which is submitted through the **Kiwanis website, www.srvkiwanis.org**. All supporting documents must be EMAILED to **Grants@SRVKiwanis.org**.

The following supporting documents **MUST be submitted electronically in a PDF format in the same manner:**

- A copy of your IRS Tax Exempt letter (unless represented by non-profit fiscal agent)
- Financial Statements, Balance Sheet, or similar financial documentation
- A copy of the Organization Budget
- A copy of the Project budget
- A list of Board Members (if applicable)
- A signed PHOTO WAIVER AND RELEASE FORM

The following guidelines are considered by the Grant Committee in making its recommendations, and, except for the Kiwanis Non-Discrimination Policy, it is not intended that each guideline must apply in all cases:

- The grant must advance a charitable or cultural purpose.
- The grantee must be of such character and reputation that the committee is reasonably certain that the purpose of the grant will be fulfilled honestly and effectively.
- Preference is to be given to grantees with which Kiwanis Club members are actively associated on a non-paid basis.
- Preference is to be given to purposes directly benefiting the San Ramon Valley community. However, we also permit a small number of the grants to be directed to purposes that can be considered regional, national, and/or international.
- Preference is to be given to grants that benefit children, the infirm or the elderly.
- Preference is to be given to grants that involve 'hands on' participation by club members, and the community at large.
- Preference is to be given to grants that will provide solace, comfort, or consolation.
- Preference is to be given to grants that have a significant influence on the desired results, such as providing seed money, resulting in matching funds, or enabling a program to exist that would not otherwise do so.

The following are **excluded** as potential grant recipients, in the absence of exceptional circumstances:

- Individuals
- Organizations without non-profit status (unless represented by a fiscal agent)
- Governmental entities
- Individual Schools or PTA's *b
- Sports Teams
- For-Profit Enterprises
- Organizations use of the grant proceeds for golf tournaments or similar fundraising events.
- Organizations use of the grant proceeds to award scholarships.
- Religious Institutions, except for non-sectarian projects, are open to the general public.
- Any organization which requires religious observance as a condition of receiving services
- Organizations which will not adhere to Kiwanis Non-Discrimination Policy

***b** Please note that Kiwanis gives substantial financial support to the San Ramon Valley Education Foundation through our Grants Program, for them to potentially distribute to individual schools, teachers, and PTA's.

All applications and supporting documentation must be emailed no later than the **first Monday in March**.

All funded organizations must email a brief written summary describing the use of the granted funds not later than **12/31/24**.

JOHN LINEWEAVER, Chairman, SRV Kiwanis Grants Committee, Grants@SRVKiwanis.org