THE AUGUSTA EXCHANGE CLUB
2021 GUIDELINES FOR UNRESTRICTED GRANTS

ABOUT THE AUGUSTA EXCHANGE CLUB

The Augusta Exchange Club received its charter on August 8, 1923. There were 34 young men who wanted to EXCHANGE ideas, service, and fellowship, as well as their free time for service to their community. In the words of Mr. William M. Lester, a charter member, "It is our purpose to accomplish something worthwhile for our city, our state, and our country...We want to help the boys and girls of Augusta, and the neglected child."

The Augusta Exchange Club began running what is now known as the Georgia Carolina State Fair in 1923. The Fair grew and moved to its current location in 1937. The object of The Fair was to raise money to be distributed back into the community. There were always so many worthy organizations, and so much need in the community. Going back to the very start, the members took the position that children came first. In keeping with the National Exchange Club's dominant project, The Prevention of Child Abuse, the club now contributes largely to organizations dedicated to this cause.

The Augusta Exchange Club's fund-raising efforts now include the CSRA Charity Golf Classic, and donations from its members. The Augusta Exchange Club awards grants based on identified community issues and the relative merit of the proposals received.

1. WHO IS ELEGIBLE TO APPLY FOR UNRESTRICTED GRANTS?

   The Augusta Exchange Club's Donation Committee considers grant applications from organizations that:
   - Are determined as Charitable under section 501(C)(3) of the Internal Revenue Code, public entities or other charitable, educational, or cultural organizations.
   - Provide programs and services within the counties that comprise the CSRA.

2. WHAT CRITERIA SHOULD APPLICATIONS EMPHASIZE?

   The Committee looks for proposals that:
   - Will positively impact the lives of children.
   - Develop competencies and skills enabling individuals to live fuller more productive lives. Promote systems or approaches which can prevent individual, family or community problems. Address a significant need affecting a broad segment of the area's population.
   - Show specific outcomes that the funds will be used for (be specific)
   - Show how the SPECIFIC outcomes will be measured and reported back to The Augusta Exchange Club.

3. CAN ORGANIZATIONS APPLY FOR CONTINUED FUNDING?

   Normally, The Augusta Exchange Club chooses to distribute the limited funds among many organizations over time. When the Donation Committee receives grant requests for continued yearly funding, they will analyze that request against all of the other grant requests received; however, the intent is to spread the funds throughout the community and to those that the Donation Committee deem to be the most beneficial to the entire CSRA for that year.

4. HOW DOES AN ORGANIZATION APPLY FOR A GRANT?

Any 501 (C)(3) interested in seeking grant support should follow these steps:

Determine if your organization is eligible to compete for funds. Please submit any questions via email to aug.exchangeclub@gmail.com .

Obtain an application by visiting our website at www.augustaexchangeclub.com , click on Community Outreach, then click on the link called Grant Application. Submit your application before May 3, 2021 to aug.exchangeclub@gmail.com . In order to be considered for a grant, recipients must complete all forms in their entirety.

THE AUGUSTA EXCHANGE CLUB
2021 GRANT APPLICATION CHECKLIST

Grant applicants <u>MUST</u> include all of the documents on this checklist along with the Grant Application form; <u>KEEP THIS PAGE FOR YOUR RECORDS</u> - do not include this page with your application.

Check carefully to be sure that your application is complete before submitting your application and supporting documentation. Please remember, your application (including the supporting documents listed below) <u>MUST</u> be in the following order:

1) Grant application form. Please make sure the first page of the application form is first. This is the page with the box in the top right corner that reads, "For use by Staff only:"

2) Letter authorizing the grant request and signed by the Board President or Chairperson.

3) Copy of the organization's 501 (C)(3) certification status from the IRS. Please include the most recent documentation. Also, please include documentation of a name change if the current name of the organization is not the same as the organization name on the 501 (C)(3) certification.

4) List of the project staff along with their professional qualifications.

5) List of all collaborating partner(s). If none, state "no collaboration partners" on a separate page.

6) Financial information, including:

   One copy of most recently submitted IRS Form 990 for your overall organization or IRS Form 990-N (for organizations with less than $25,000.00 in annual income). Attach the one copy of Form 990 to your original (or first) copy of your grant application only.

7) Plans for securing ongoing support for the project.

Email To:
aug.exchangeclub@gmail.com
ALL APPLICATIONS AND SUPPORTING DOCUMENTATION
MUST BE RECEIVED BY MAY 3, 2021

AUGUSTA EXCHANGE CLUB
2021 GRANT APPLICATION FORM

RETURN TO THE AUGUSTA EXCHANGE CLUB DONATION COMMITTEE	For use by Staff Only
	Received:
DATE:	

Organization's Name:	Email Address:
Full Mailing Address:	Web Address:
Full Physical Address:	
Telephone	
Chief Staff Officer/Title:	
Contact person/Title:	Phone #:
Board Chair/President	
Annual Operating Budget: $	
Amount your Board contributes to your annual budget: $	
Percent of your Board that contributes money to the budget:	

Does your organization have an endowment? YES   NO   Value of the endowment? $

If no, does our Board of Directors anticipate creating an endowment? YES   NO

Please check the one best description for the type of program your organization is requesting funds for:

Children/Youth/Family Services   Community Development   Education Health   Human Services

Other

Please check the county(ies) served by the program your organization is requesting funds for:

Aiken   Burke   Columbia   Edgefield   Lincoln   McDuffie   Richmond

Amount Requested: $	Total project budget: $

Purpose of Grant and proposed time frame:

Your Mission Statement: You may attach relevant pages from your website in lieu thereof.

Briefly describe the organization's history:

Briefly describe the organization's current programs:

Briefly describe the target population that the organization serves. Include total number of people served:

State specifically how the grant funds will be spent:

How will your program, if funded, "make a difference?" Include a brief description of SPECIFIC measurable outcomes you expect to occur from the program, and the method you will use to measure each outcome. (Please refer to the "Guidelines for Unrestricted Grants" for assistance in developing the outcomes.)