

# **ICCF Grantmaking: Mission, Criteria, Process and Policies**

## **Mission**

The Irvington Club Community Foundation (ICCF) was formed as a way for the Club to contribute to and benefit the health and well-being of its greater neighborhood, Northeast and North Portland. In its grant-giving, the Foundation seeks to be mindful of historical connections between the Irvington Club and community organizations. By its grantmaking, the Foundation also seeks to raise its visibility in the community when it can do so.

## **Criteria**

In keeping with its mission, grants from the Foundation are targeted to small, non-profit organizations in Northeast and North Portland that are not otherwise funded by larger, institutional foundations.

Categories of non-profit services eligible for grants are currently education, food insecurity, sports and physical activity. These are not intended to preclude the addition of other categories or organizations if they are consistent with the overall mission of the Foundation. Grantees must have a 501(c)(3) designation.

Grants preferably should be for discrete, identifiable items or programs, which might not otherwise be funded. This is a way of trying to ensure that the Foundation's grants have a significant impact. That said, grants for other items, programs, and general operating expenses also will be considered if appropriate.

Organizations must be willing to provide a timely report on how the funds were used. The Grants Committee and the Board shall review reports and take any other measures deemed appropriate to monitor the use and efficacy of grant funding.

## **Process**

The Foundation's Grants Committee will identify potential grantee organizations. Suggestions of eligible non-profits may be proposed by Board members or by Irvington Club or community members. After researching the suggested organizations, the Grants Committee will send their recommendations to the ICCF Board for approval. The Grants committee will then send out Applications to approved potential grantees. Based on the Applications, the Grants Committee will recommend grant awards to the Foundation Board for consideration and approval. Checks are then sent to the selected agencies with the expectation that the agencies will provide follow-up information about how the funds were used.

## **Policies**

The Foundation establishes a reserve amount for its resources. Grants typically would be awarded for funds over and above the reserve amount. The Foundation does not seek to establish an endowment or other large principal amount. Rather, the Foundation seeks to award grants in amounts that do not diminish the reserve amount but also disburse a significant amount of the funds available that exceed the reserve amount.

Depending on Foundation finances, grants ideally would be awarded twice per year, in the spring and in the fall. Grantees may receive grants in one or both cycles in a given year. The Foundation will be open to considering grant requests outside the usual calendar cycles, if special circumstances warrant such consideration. Grants ideally should be in amounts not less than one thousand dollars.

The Foundation is open to establishing long-term, evolving commitments to chosen grantees with a proven track record of providing services to the community and accountability to the Foundation.