

# Nicholas County Community Foundation



## Guidelines for the 2024 Combined Grant Application

All applications must be submitted online using  
the online form at <https://nccfwv.com/grants/> by:  
**5:00 p.m. September 1, 2024**

For more information about the Nicholas County Community Foundation, please  
call (304) 872-0202 or email [NCCFWV@gmail.com](mailto:NCCFWV@gmail.com).

# Nicholas County Community Foundation Grant Guidelines

The Nicholas County Community Foundation (NCCF) makes annual discretionary grants from the Seelinger Family Foundation Fund and the Fund for Nicholas County.

The Seelinger Family Foundation Fund is a field of interest fund “dedicated to maintaining and improving the areas of Summersville, West Virginia and Nicholas County, West Virginia, including but not limited to, their schools and educational systems, parks and recreation commissions, extracurricular organizations, governing bodies, athletic associations, fine arts centers and cultural and historical societies.” Only 501(c)(3) not for profit organizations, public institutions, and governmental entities meeting the criteria above are eligible to apply. In accordance with the terms of the fund agreement “the interests of churches and other religious organization are not eligible for funding.”

The Fund for Nicholas County is the Foundation’s unrestricted fund. These funds are used to assist non-profit and other organizations that serve all of Nicholas County.

Grants awards will typically range from \$500 - \$10,000. Grant requests may not exceed \$10,000.

Organizations will be notified after November 1, 2024 of the status of their grant request. No work on the project may begin until notification of grant funding has been received.

Applications are due by 5 p.m. on September 1, 2024. Only complete applications, including all required sections and attachments, will be reviewed.

Grant applications must be completed and submitted online via our Web site at: <https://nccfwv.com/grants/>. If you have questions or technical issues during the grant application process, please call (304) 872-0202 or email [NCCFWV@gmail.com](mailto:NCCFWV@gmail.com).

## Online Grant Application Outline

### Required Fields (Part 1):

- Organization Name
- Date Established
- Phone Number
- Address of Organization
- Fiscal Agent/Treasurer
- Email of Fiscal Agent/Treasurer
- Project Director
- Email of Project Director
- Organization's Annual Budget
- Project Amount Requested (i.e., total amount being requested from NCCF)
- Project Start and End Dates
- Geographic area to be served
- Number of persons to be served/target population
- Project Purpose (goals and outcomes; 200 word limit)

### Assurances:

- The applicant organization's fiscal agent and project directors must sign and date that they have read the legal assurances associated with applying for an NCCF grant. Typed names are used as signatures under the assurances that are listed in the online grant application.

### Required Fields (Part 2):

- Specify the need addressed by the project and describe its significance to the community and its proposed benefit (2500 max characters)
- Does this project provide a unique service? (1500 max characters)
- Provide a project schedule, including a timeline for implementation and completion of the project (3000 max characters)
- Describe the project's proposed measurable outcomes. Outline your plan to document progress and results. How will you measure expected outcomes and the effectiveness of your activities? (1500 max characters)
- Please explain your organization's financial need for this project (1500 max characters)
- If NCCF is not funding your entire project, please briefly explain your other sources of funding for this project (1500 max characters)
- List and itemize all expenses related to your project/grant request (budget item, dollar amount, funding source). You may use the "+" sign to add additional budget items and rows.
- Total project budget
- Total NCCF Request

### Required Attachment(s)

- Verification of tax-exempt status or IRS Letter of Designation
- Letters of support (if project involves working with another organization or institution)

**Please submit the complete grant application online via our website at**

**<https://nccfwv.com/combined-grant-application/>.**

**Complete applications must be submitted by 5pm on  
September 1, 2024**