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## **Grant Guidelines**

**Overview:** The Cambridge Memorial Hospital Foundation is a designated fund of the Initiative Foundation, established in partnership with local citizens, to serve as a philanthropic vehicle for accumulating and distributing financial resources. The purpose of the fund is to support health and wellness, and related activities and projects, in Isanti County and surrounding area.

Cambridge Memorial Hospital Foundation welcomes and encourages grant applications from tax exempt, non-profit organizations that are likely to have a substantial positive impact on health and wellness in our community.

Preference will be given to innovative programs that encourage volunteerism, or community involvement.

### **General Guidelines:**

1. Eligible applicants are those that serve people living and/or working within Isanti County and the surrounding area and include:
  - a. 501(c)(3) nonprofit organizations,
  - b. community groups operating through a mission-related fiscal host with the appropriate tax-exempt status,
  - c. school districts, or
  - d. local units of government.
2. Grants will be made only in support of proposals that fit our purpose and that benefit the community identified in the geographic boundaries described above.
3. The Cambridge Memorial Hospital Foundation Advisory Board will periodically review the minimum and maximum grant size. Our current maximum grant size is \$5,000.

**INELIGIBLE PROJECTS:** The Foundation will not provide grants to/for the following:

- Grants, loans or reimbursements to individuals or businesses.
- Expenses incurred prior to receipt of this grant award.
- Replacement of government funding.
- Religious activities.
- Lobbying or campaigning for a candidate, issue or referendum vote.
- Any programs or projects that DO NOT directly benefit residents of Isanti County and surrounding area.

**Note to applicant:** *Please allow 60 days between the grant deadline and the start date of your project to allow for grant processing. Grants cannot be made for expenses incurred prior to notice that the grant award has been approved by the Initiative Foundation.*

### **APPLICATION PROCEDURE:**

1. Applicants complete and submit online application:  
[https://www.GrantRequest.com/SID\\_1411?SA=SNA&FID=35086](https://www.GrantRequest.com/SID_1411?SA=SNA&FID=35086)
2. The Advisory Board reviews grant applications and makes grant recommendations to the Initiative Foundation.
3. Initiative Foundation staff process grant awards and sends award letters (electronically, via DocuSign) and payments directly to grantees.
4. Grantees receive from the Initiative Foundation final reporting requirements at the end of the designated grant period.
5. Grantees submit final report online within one month of grant period end date. *(Grantees must submit a final report before they can be considered for future awards.)*