

# PARKSTON AREA FOUNDATION

## GRANT MAKING GUIDELINES

1. **Qualification** Purpose of the project should fulfill a community need and should involve a tangible and measurable means of evaluation.
2. **Volunteerism** Projects that involve significant and continuous community volunteer support will be favorably considered.
3. **Innovation** The Parkston Area Foundation (PAF) funds ongoing, well-established projects as well as innovative projects designed to address existing community needs in innovative ways.
4. **Discrimination** Applications from persons and/or agencies offering services exclusively to one gender, age group, or race will be closely scrutinized for discriminatory practices. Funding will be based on the needs of the individuals being served.
5. **Continued Funding** No guarantee of continued funding will be communicated until subsequent grant applications are reviewed. However, once initiated under foundation funding, projects with a good track record will be considered favorably in subsequent grant decisions. No more than three years of sequential grant funding shall be awarded to any one grantee for the same purpose.
6. **Challenge Grants** The PAF encourages matching funds from all grant applicants. When the board perceives the need for more local involvement and support of a given project, it may issue challenge grants in any proportion. Funding may be contingent upon acquisition of the required matching money. There may be times when the PAF perceives a need in the community currently not being met. The board then may issue a challenge grant to the community or request a proposal to address that particular need.
7. **Grant Review** Grant applications will be considered once each year. The application deadline is **March 31**. Those applications that do not fit the mission of the Foundation, or clearly do not qualify will be eliminated.
8. **Communication** All applicants will be informed in writing of approval or disapproval of their application. All decisions will be held in confidence until announced by the PAF Board of Directors or their appointed spokesperson.
9. **Final Evaluation** A follow-up summary must be submitted to the Foundation Board within one year of receiving the awarded funds. Applicants shall inform the Board in writing of any significant changes in grant applicant status, organizational status, or project implementation information.

# PARKSTON AREA FOUNDATION

APPLICATION FORM  
**DEADLINE: MARCH 31**

1. Person or Sponsoring organization:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State: \_\_\_\_\_

Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Amount of Money Requested: \_\_\_\_\_

2. Purpose of Requested Funds: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. Benefit for Community if Funded: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I have read, understand, and attest that all information herein is true and complete to the best of my knowledge. I understand that a written follow-up is required, and I will submit a report to the Foundation Board at the completion of this project.

Signature and Title: \_\_\_\_\_ Date: \_\_\_\_\_

Mail to: Parkston Area Foundation  
Attention: Grant Application  
Box 823  
Parkston, SD 57366