

2026 Grant Application

INFORMATION and **PROCESS**

Our Mission

The mission of the Pocahontas County Foundation is to foster private giving, strengthen service providers and improve the County. It will promote endowment building, community betterment, grant-making, organizational collaboration, and public leadership for the benefit of Pocahontas County.



What We Support

Grants to Improve Live In Pocahontas, County

Support the Development of Our Communities

Areas of Foundation giving are: arts & culture, human

services, education, environmental/animals,

public and society benefit, and health.



Grant Types

- Capital
 - The building of or physical improvement of something
- Program Based
 - Operational
 - Activity
 - General Programmatic Support



Who May Apply

- The applying organization must be located and/or serve clients in Pocahontas County.
- The applicant must be a non-profit charitable organization that is tax exempt under IRS regulation.
 - Grantees may ask a 501c3 entity or 170c1 governmental agency to be their fiscal sponsor.
 - That number must be supplied on the application form.
 - No grants will be made that jeopardize the tax-exempt status of the Foundation or the fiscal sponsor.



- The applying organization must be located and/or serve clients in Pocahontas County.
- NEW The standard grant request must not exceed a maximum amount of \$10,000.
- The Foundation makes grants to support creative and innovative programs, current or emerging charitable opportunities, services not presently offered, and capital projects all of which should enhance the quality of life in the county.



- Special attention will be given to:
 - Projects applying to broad segments of the County
 - Projects proposed by nonprofit coalitions, those likely to gain support from matching funds, and replicable in design.
- Grants are not made in support of annual operating budgets or for projects that are considered to be meeting the daily needs of operation.



- Requests will be denied for:
 - Current budget support
 - Salaries
 - Labor,
 - Food
 - Mileage
 - Work clothing (NOTE this changed from uniforms to work clothing)
 - Elimination of deficits
 - Reduction of debt or funding of completed projects



- Low priority will be given to:
 - Programs or projects sponsored by religious institutions and which have a narrowly sectarian purpose.
 - However, programs so sponsored will be considered if they have an ecumenical base or are designed to serve persons in need without regard to their religious affiliation.



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 - Programs or projects sponsored by religious institutions and which have a narrowly sectarian purpose.
 - However, programs so sponsored will be considered if they have an ecumenical base or are designed to serve persons in need without regard to their religious affiliation.
- The yearly selection process does not have to be consistent with previous selections.
- One standard and one high impact (see below) application per entity will be accepted for review.



- Grant request may not be altered after it has been submitted.
- The grant *must be completed* within the calendar year, prior to the September evaluation date, unless an extension has been approved.
 - If extension is approved. You must still complete the grant and submit the evaluation to apply for the next years grant.
- Evaluations must be completed by deadline to qualify for funding the following year.



- A grant request may be an amount up to 20% of the annual granting amount.
- Addresses a significant County issue which impacts many County residents
 - Provides a plan for sustainability beyond the funding period
 - Aligns with the Pocahontas County Visioning Committee goal as it pertains to Quality of Life; Recreation or County Betterment
 - Encourages cooperation and creates efficiencies
 - Demonstrates quality, vision, collaboration and good management



- You may apply for one standard grant along with one high-impact grant.
- Criteria used by the selection committee:
 - The intrinsic merit of the project for meeting priority County-wide needs or goal
 - The ability and past-experience of the likelihood of successful completion of projects
 - The clarity and measurability of the project's goals
 - Plans to fund the project beyond the grant period
 - The feasibility of the time frame given for completion of the project



- If your organization is applying for a High Impact Grant you will need to complete and submit the Letter of Intent by Wednesday, October 15th.
 - Letters of intent should be no more than two pages in length, using 12-point font, single spaced. They should include a narrative of the project and demonstrate the following:
 - Brief proposed project description
 - How the proposed project will align with the County Visioning Plan's priorities; Quality of Life,
 Recreation or County Betterment
 - Provides a plan for sustainability beyond the funding period
 - Total project cost, amount requested from this grant and other secured funding



- Letters of intent may be:
 - Emailed to: pocofoundation76@gmail.com
 - Completed online at www.pocofoundation.org
- You will be notified by email if your project qualifies for consideration.



The application is located at:

www.pocofoundation.org

- Download application to your computer
- Close document and reopen PDF.
- Save PDF as your group name with City affiliation.



Home Board Members Communities Videos Leave A Legacy Con

Grant Evaluation: Due 9-12-25 | Download Form>

DC

Grant Evaluations Due 9-12-25 | Download Form

Grant Application

The Pocahontas County Foundation will provide grants to improve life in Pocahontas County, Iowa. We want to support development of all our communities into places where people want to live, as well as to benefit rural areas of the county.

Each year we hold a mandatory meeting in October to discuss any new application procedures and answer questions. One member from any group or non-profit organization must attend this meeting in order to receive grant funding. The 2025 Grant Info meeting will be held in October 1, 2025 at the Pocahontas County Conservation Office beginning at 6:30 pm. The grant deadline is 5:00 p.m. on November 21, 2025.

Please note the process for High Impact Grant applications. Please read the guidelines below. Deadline for Letters of Intention the High Impact Grant is Oct. 15, 2025.

026 Application

Grant Guideline

High Impact Grant Guideline

igh Impact Letter of Intent





- There are 5 pages in the application.
 - Page 1 deadlines and important information
 - Page 2 Project Information
 - Page 3 Project Information
 - Page 4 Project Information
 - Page 5 Fiscal Sponsor Page
 - For non 501(c)3 groups
 - This application is used for both standard and high impact grant requests





- Three (3) pages in the application packet need to be submitted
 - Page Numbers 2, 3, 4
- Four (4) pages to be submitted if you need a fiscal sponsor
 - Page Numbers 2, 3, 4 and 5
 - Note: Fiscal sponsors can sponsor more than one group.





- Page 1 of packet
- Nothing to complete does not need to be submitted with grant application.
- Includes information regarding:
 - Eligibility Requirements
 - Deadlines
 - Application Checklist



FOSTER * STRENGTHEN * IMPROVE

The mission of the Pocahontas County Foundation is to promote private giving, strengthen service providers and improve the County, It will promote endowment building, community betterment, grant-making, organizational collaboration, and public leadership for the benefit of Pocahontas County.

2025-2026 BOARD MEMBERS

Wendy Panbecker, Chair
Glenda Mulder, Vice-Chair
Glenda Mulder, Vice-Chair
Brenda Beneke, Treasurer
Brooke McCartan, Secretary
Kristy Mathet, Board Member
Margo Underwood, Advisor

FOUNDATION AREAS OF GIVING

Arts & Culture Education Environmental Recreation
Human Services Health Public & Society Benefit

The Pocahontas County Foundation will provide grants to improve life in Pocahontas County, Iowa. We want to support development of all our communities into places where people want to live, as well as to benefit rural areas of the county.

ELIGIBILITY TO APPLY FOR FUNDING

- Tax exempt, non-profit entities classified by the IRS as 501(c)(3) or a 170 (c)(1) governmental entity
- If not 501(c)(3), must secure a fiscal sponsor who will be legally & financially responsible
- · One standard and/or one high impact application per organization

501(c)(3) or 170(c)(1): Organizations must be recognized by the Internal Revenue Service as tax-exempt, nonprofit, public charities under section 501(c)(3) or as a "unit of government" under Section 170(c)(1) to receive grant funding. A 501(c)(3) is a section of the Federal Tax Code, which establishes the criteria for tax-exempt charitable organizations. Section 170(c)(1) refers to agencies that conduct activities to benefit the public at large, like public schools, state universities, public libraries and volunteer fire departments.

FISCAL SPONSOR: If your organization is not a qualified nonprofit, then you must secure a fiscal sponsor; an organization that is receiving the money on behalf of the grant applicant and is responsible for disbursing the money for the project and maintaining appropriate documentation. This entity must be a 501(C)(3) or a 170 (c)(1) unit of government in order to serve in this capacity. A fiscal sponsor is being used. (Use form on page 5, if a fiscal sponsor is being used. (Use form on page 5, if a fiscal sponsor is required.)

2025-2026 GRANT DEADLINES

- Wednesday, October 1, 2025 Mandatory Information Meeting 6:30 pm at the Pocahontas County Conservation Office
- Wednesday, October 15, 2025 High Impact Letter of Intent Due
- Wednesday, October 22, 2025 High Impact Invitation to Apply
- Friday, November 21, 2025 by 5:00 p.m. Application Deadline.
 If mailed, must be postmarked by November 20, 2025
 If emailed you will receive receipt confirmation within 24 hours of receiving.
 Applications received after 5:00 p.m., November 21, 2025 will not be accepted.
- December 31, 2025 Award Notifications will be emailed
- January 28, 2026 Grant Awards Event 6:30 pm, The Prairie Lakes AEA, Pocahontas, IA
- September 18, 2026 Grant Evaluations due. If not completed, future funding will be restricted.

APPLICATION CHECKLIST

- Organizational information has been completed
- . Contact information has been completed. An e-mail address must be provided for correspondence
- Project summary and budget detail, narrative information and time-line has been completed
- One copy of the Grant Application (pages 2, 3, & 4 required), may include one additional page with photos/description
- One copy of the Grant Application (pages 2, 3, & 4 required), may include one additional page with
 If you are a new applicant, one copy of 501 (c)(3) IRS Determination letter at the top of the packet
- · One copy of Fiscal Sponsorship agreement (page 5) completed ONLY if a fiscal sponsor is being used
- · Application must be signed. If mailing sign application, if submitting by email, please type in your name.
- ALL grant applications must be received by mail or emailed by the deadline date of November 21, 2025
 MAIL ONE copy (no staples please) to: Pocahontas County Foundation, 28111 510th St., Pocahontas IA 50574

Pocehontes County Foundation • 28111 510th St. • Pocehontes, IA 50574 pocofoundation?6@gmail.com • www.pocofoundation.org



- Page 2 of packet
- Complete ALL fields
- EMAIL address of primary contact must be included for future communications
- Check box in "Type of Grant"
 - Community or High Impact
 - \$10k to 21k project
- Select Capital or Program
- Select Project Focus
- Give BRIEF descriptions of organizations and project
- Don't forget to sign and date
 - If application is emailed, the email will be proof of signature.



POCAHONTAS COUNTY FOUNDATION BUILDING WITHIN COMMUNITIES	GRANT APPLIC	ATION FOUNDATION USE OF APPLICANT NO.		
ALL INFORMATION BELOW IS REQUIRED - INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED FOR FUNDING				
PROJECT TITLE Name Your Project	t			
ORGANIZATION NAME (if no Fiscal Sponsor req	uired)			
APPLICANT (or Fiscal Sponsor)		FED TAX ID		
□ 501(c)(3) Organization	☐ 170(c)1 Government	□ OTHER		
ADDRESS				
CITY	STATE	ZIP		
CONTACT PERSON & TITLE				
CONTACT PHONE	CONTACT EMAIL nar	contact EMAIL name@ncn.net		
PROJECT BUDGET PROJECT START DATE	AMOUNT REQUESTING PROJECT COMPLETE DATE			
TYPE OF GRANT COMMUNITY				
TYPE OF PROJECT	physical improvement fo som	ething)		
PROJECT FOCUS AREA (select one) ARTS / ENVIRONMENT HUMAN SERVICES BRIEF DESCRIPTION OF ORGANIZATION	CULTURE DEDUCATION PUBLIC / SOCIETY BENEFIT	OTHER		
Local group with the goal to	leave a legacy in Po	cahontas County.		
BRIEF DESCRIPTION OF PROJECT A project that will make a dif	ference in Pocahon	tas County.		
SIGNATURE MAIL 1 loose copy to: Pocehonts	as County Foundation, 28111 510t	DATE h St., Pooshontes IA 50574		
	L to pocofoundation 76@gma			
QUESTIONS: Contact We	ndy Panbecker 515-338-0488 by pl	hone or text or email		

■ Page 3, Questions of Purpose

- Describe the need or problem being addressed by this project
- Explain how this project will benefit the citizens of this county
- What area or population is being served? (County-wide, community, several communities, etc.)
- Explain your organization's ability to carry out and ensure success of this project
- Describe the time-line of the project. Funding will be for projects to be completed in 2026, if this is a phase of a larger project, please note that, this "phase" must be completed in 2026
- Have you previously received funding from Pocahontas County Foundation? If so, when?



ALL INFORMATION BELOW IS REQUIRED - IF	GRANT APPLICATION OCCUPATIONS WILL NOT BE CONSIDER	RED FOR FUNDING
Describe the need or problem being addre	ssed by this project:	
Explain how this project will benefit the citi	zens of this county:	
What area or population is being served? (a	county-wide, community, several communities)	
Explain your organizations ability to carry o	ut and ensure success of this project:	
Describe the time-line of the project. Fundi	ng will be for projects completed in 2026.	
	Pocahontas County Foundation? If so, when?	

- Page 4, The Financials
- Complete All Sections
 - Project Cost / Expense
 - NEW Labor is now calculated at \$30/hr. This is NOT funded by grant dollars.
 - Total Project Expenditures box will auto calculate.
 - Project Revenue
 - Total Project Revenue box will auto calculate.
 - Calculate to Determine Grant Request
 - Line 16 WILL NOT auto calculate. This number must be entered by application.
 - Grant Request Amount Must equal the number on line 16.





GRANT APPLICATION

FOUNDATION USE ON APPLICANT NO.

	PROJECT COST / EXPENSE	\$ Amount	ITEMIZED COSTS & REVENUE:	\$ Amount
1.	Total Item/Equipment/Material Cost			
2.	Total Construction Cost			
3.	Total Landscaping/Plant Cost			
4.	Education Program / Community Service Cost			
5.	Other Qualifying Project Cost			
6.	Freight / Delivery Cost (Will not be funded.)			
7.	Labor to Install (Figure @ \$30/hr. Will not be funded.)			
8.	Total Project Expenditures			
	PROJECT REVENUE	\$ Amount		
9.	Applicants Own Money			
10.	All Other Income			
11.	In-kind Materials & Services (include labor from above)			
12.	Total Project Revenue			
13.	CALCULATE TO DETERMINE GRANT REQUEST	\$ Amount		
		\$ Amount		
14.	Total Expenditures (enter amount from line 8) Less Freight/Delilvery (enter amount from line 6)			_
15.	Less Revenue (enter amount from line 12)			
16.	EQUALS GRANT REQUEST AMOUNT			_
10.	EQUALS GRANT REQUEST AWOUNT			
	GRANT REQUEST AMOUNT: Dollar listed for Note: Grant Award will not cover labor and shipping			
- I	INDATION USE ONLY Project is Fully Funded Project unt Funded:	is Partially F	unded 🗆 Project is	Not Funde
	tional Info Needed:			
NOT	ES:			

Itemized Costs

- Itemized All Costs
 - If you are requesting 3 of the same item, for example, bookshelves list in the itemized costs & revenue column 3 bookshelves @ \$150 ea., then in the amount line put total of \$450
 - This will help in the event we partially fund a project and we can determine how many items we can fund.





PROJECT COST / EXPENSE	\$ Amount	ITEMIZED COSTS & REVENUE:	\$ Amoun
. Total Item/Equipment/Material Cost			
. Total Construction Cost			
I. Total Landscaping/Plant Cost			
. Education Program / Community Service Cost			
. Other Qualifying Project Cost			
. Freight / Delivery Cost (Will not be funded.)			
. Labor to Install (Figure @ \$30/hr. Will not be funded.)			
. Total Project Expenditures			
PROJECT REVENUE	\$ Amount		_
. Applicants Own Money			
0. All Other Income			
In-kind Materials & Services (include labor from above)			
2. Total Project Revenue			_
CALCULATE TO DETERMINE GRANT REQUEST 3. Total Expenditures (enter amount from line 8)	\$ Amount		
Total Expenditures (enter amount from line 8)			
Less Freight/Delilvery (enter amount from line 6)			
5. Less Revenue (enter amount from line 12)			
6. EQUALS GRANT REQUEST AMOUNT			
GRANT REQUEST AMOUNT: Dollar listed for Note: Grant Award will not cover labor and shipping			
DUNDATION USE ONLY			
	is Partially F	unded 🗆 Project is	s Not Funde
nount Funded:			
Iditional Info Needed:			
ditorial fillo 1400ded.			

Grant Request Amount

- This amount must equal to the amount on line 16
- This amount on page (2)

PROJECT BUDGET \$4,995.92 PROJECT START DATE		AMOUNT REQUESTING	\$3893.92
		PROJECT COMPLETE DATE	
TYPE OF GRANT	□ COMMUNITY □ HIGH IMPACT (must in	npact entire county)	
TYPE OF PROJECT	PROJECT CAPITAL (building of or physical improvement fo something) PROGRAM (operational, activity, general support)		
			HEALTH □ RECREATION □ OTHER





GRANT APPLICATION

OUNDATION USE ONLY

			Zioittioit	
	PROJECT COST / EXPENSE	\$ Amount	ITEMIZED COSTS & REVENUE:	\$ Amount
1.	Total Item/Equipment/Material Cost			
2.	Total Construction Cost			
3.	Total Landscaping/Plant Cost			
4.	Education Program / Community Service Cost			
5.	Other Qualifying Project Cost			
6.	Freight / Delivery Cost (Will not be funded.)			
7.	Labor to Install (Figure @ \$30/hr. Will not be funded.)			
8.	Total Project Expenditures			
	PROJECT REVENUE	\$ Amount		+
9.	Applicants Own Money			
10.	All Other Income			
11.	In-kind Materials & Services (include labor from above)			
12.	Total Project Revenue			+
-	CALCULATE TO DETERMINE GRANT REQUEST	\$ Amount		
13.	Total Expenditures (enter amount from line 8)			
14.	Less Freight/Delilvery (enter amount from line 6)			
15.	Less Revenue (enter amount from line 12)			
16.	EQUALS GRANT REQUEST AMOUNT	\$3893.92		
	GRANT REQUEST AMOUNT: Dollar listed for Note: Grant Award will not cover labor and shipping		\$3893.92	2
	UNDATION USE ONLY Project is Fully Funded Projec	t is Partially Fu	nded □ Project is	s Not Funded
١mc	ount Funded:			
٩dd	itional Info Needed:			
IOI	TES:			
_				
_				

Application

- Page 5 Fiscal Sponsor Agreement
 - Only if your agency doesn't qualify for funds under a 501c3 or 170c1





FISCAL SPONSOR FORM

ONLY USE IF YOUR AGENCY DOES NOT QUALIFY TO ACCEPT FUNDS: ONLY ONE COPY NEEDED.

FISCAL SPONSOR (legal applicant)		DATE	
FISCAL SPONSOR CONTACT NAME			
ADDRESS			
CITY	STATE ZIP		
CONTACT PERSON & TITLE			
CONTACT PHONE	CT PHONE CONTACT EMAIL		
SPONSORED ORGANIZATION CONDUCTION	PROJECT		
PROJECT NAME			
activities will be accounted for as a program of The Sp Since the Organization is not recognized by the IRS- Sponsored Organization' financial administration, mu Sponsor has delegated, reporting functions subject to the ubimate authority completion of timely reports and submission of nec (contact info belove). Failure to insure timely reporting standing. This agreement will be in effect from the date of a gra-	as a charitable tax-exempt entite anagement and disbursement of iname of person/ig of the Board of Directors of The essary financial statements to the on behalf of the Sponsored Ong ant award to support the above-	y, The Sponsor must exercise full control over the f hands resulting from this grant application. The as responsible for fulfilling of these accounting and Sponsor. The Sponsor is responsible for ensuring se Commanity Foundation's Administrative Office parization/Sponsor will also result in a loss of good	
and the final report has been submitted and accepted We agree to the terms stated above in this agreemen			
We agree to the terms stated above in this agreemen Legal Applicant/ Fiscal Sponsor Representatives			
	nature: Date:		
Print Name:			
Sponsored Organization Representative Signature			
Signature: Date:			
Print Name:			
*Attach to this agreement the Fiscal Sponsor's 501(d)	3) Tax-Exempt Determination Le	tter or comparable proof of charitable exemption.	

C.e. a letter from a City, Confirming their status as a government entity. Contact our Administrative Office with questions, or for examples of a letter from a City.³

PAGE !

High Impact Grant

 Once letters of intent have been received, we will email applicants who qualify with an invitation to apply for the High Impact Grant.



2024 Application

- Total amount of funds to award for 2024
 - **\$110K**
- Deadline
 - Postmarked by November 15, 2023 and received by Nov. 19th
 - Email to <u>pocofoundation76@gmail.com</u> 24 hours prior to deadline
- Awards Dinner Wednesday, Feb. 7, 2024 @ the Rialto
- Grant Evaluation Deadline Sept. 13, 2024
 - Note late evaluations are noted and can affect your future grant requests.



WHAT'S NEW

- There is no minimum grant request for the Standard Grant
- Standard grant requests may not exceed \$10,000
- Uniforms was changed to work clothing.
- Labor went to \$30/hr.



Last But Not Least

- We will be granting \$106,134.71
 - High Impact Grant applications not to exceed \$21,000
 - Standard Grant amount remaining: 84,907.71





QUESTIONS?