

## 2024-2025 BOARD MEMBERS

Wendy Panbecker, Chair  
Glenda Mulder, Vice-Chair  
Brenda Beneke, Treasurer  
Brooke McCartan, Secretary

Dan Duitscher, Board Member  
Gary Devereaux, Board Member  
Macy Andreasen, Board Member  
Kristy Mather, Board Member

Kim Peterson, Board Member  
Margo Underwood, Advisor

## FOUNDATION AREAS OF GIVING

Arts & Culture  
Human Services

Education  
Health

Environmental  
Public & Society Benefit

Recreation

*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 sponsorship agreement must accompany the grant application if a fiscal sponsor is being used. (Use form on page 5, if a fiscal sponsor is required.)

## 2024-2025 GRANT DEADLINES

- Wednesday, October 2, 2024 Mandatory Information Meeting - 6:30 pm at the Pocahontas County Conservation Office
- Wednesday, October 16, 2024 High Impact Letter of Intent Due
- Wednesday, October 23, 2024 High Impact Invitation to Apply
- Friday, November 22, 2024 Application Deadline.  
If mailed, must be postmarked by November 20, 2024  
If emailed you will receive receipt confirmation within 24 hours of receiving.  
Applications received after November 22, 2024 will not be accepted.
- December 31, 2024 Award Notifications will be emailed
- February 5, 2025 Grant Awards Event 6:30 pm, Prairie Lakes AEA, Pocahontas, IA
- September 12, 2025 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
- 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 22, 2024  
MAIL ONE copy (no staples please) to: Pocahontas County Foundation, 28111 510th St., Pocahontas IA 50574

**ALL INFORMATION BELOW IS REQUIRED - INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED FOR FUNDING**

PROJECT TITLE		
ORGANIZATION NAME (if no Fiscal Sponsor required)		
APPLICANT (or Fiscal Sponsor)		FED TAX ID
<input type="checkbox"/> 501(c)(3) Organization	<input type="checkbox"/> 170(c)1 Government	<input type="checkbox"/> OTHER
ADDRESS		
CITY	STATE	ZIP
CONTACT PERSON & TITLE		
CONTACT PHONE		CONTACT EMAIL

PROJECT BUDGET	AMOUNT REQUESTING
PROJECT START DATE	PROJECT COMPLETE DATE
TYPE OF GRANT <input type="checkbox"/> COMMUNITY <input type="checkbox"/> HIGH IMPACT (must impact entire county)	
TYPE OF PROJECT <input type="checkbox"/> CAPITAL (building of or physical improvement of something) <input type="checkbox"/> PROGRAM (operational, activity, general support)	
PROJECT FOCUS AREA (select one) <input type="checkbox"/> ARTS / CULTURE <input type="checkbox"/> EDUCATION <input type="checkbox"/> HEALTH <input type="checkbox"/> RECREATION <input type="checkbox"/> ENVIRONMENT <input type="checkbox"/> HUMAN SERVICES <input type="checkbox"/> PUBLIC / SOCIETY BENEFIT <input type="checkbox"/> OTHER _____	
BRIEF DESCRIPTION OF ORGANIZATION	
BRIEF DESCRIPTION OF PROJECT	

**SIGNATURE**

**DATE**

MAIL 1 loose copy to: POCO Foundation, 28111 510th St., Pocahontas IA 50574

and/or EMAIL to pocofoundation76@gmail.com

QUESTIONS: Contact Wendy Panbecker 515-338-0488 by phone or text

**ALL INFORMATION BELOW IS REQUIRED - INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED FOR FUNDING**

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)

Explain your organizations ability to carry out and ensure success of this project:

Describe the time-line of the project. Funding will be for projects completed in 2024.

Have you previously received funding from Pocahontas County Foundation? If so, when?



**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	CONTACT EMAIL	
SPONSORED ORGANIZATION CONDUCTION PROJECT		
PROJECT NAME		

Legal Applicant/Fiscal Sponsor, hereafter referred to as The Sponsor, has agreed to serve as a fiscal/program sponsor for \_\_\_\_\_, organization conducting the project, hereafter referred to as the Sponsored Organization, as outlined in the attached application and supporting materials. The Board of Directors of The Sponsor has passed a resolution adopting the Sponsored Organization's project as a program or project consistent with the Sponsor's purpose and mission. The Sponsored Organization's financial activities will be accounted for as a program of The Sponsor for IRS auditing and financial reporting purposes.

Since the Organization is not recognized by the IRS as a charitable tax-exempt entity, The Sponsor must exercise full control over the Sponsored Organization' financial administration, management and disbursement of funds resulting from this grant application. The Sponsor has delegated \_\_\_\_\_(name of person/s) as responsible for fulfilling of these accounting and reporting functions subject to the ultimate authority of the Board of Directors of The Sponsor. The Sponsor is responsible for ensuring completion of timely reports and submission of necessary financial statements to the Community Foundation's Administrative Office (contact info below). Failure to insure timely reporting on behalf of the Sponsored Organization/Sponsor will also result in a loss of good standing.

This agreement will be in effect from the date of a grant award to support the above-named project until the grant funds are expended and the final report has been submitted and accepted.

We agree to the terms stated above in this agreement:

Legal Applicant/ Fiscal Sponsor Representatives

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

Sponsored Organization Representative Signature

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

\*Attach to this agreement the Fiscal Sponsor's 501(c)(3) Tax-Exempt Determination Letter or comparable proof of charitable exemption. (i.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.)\*