

Dr. Alberta Finch Children's Health Endowment Fund

Guidelines

Collaborative endeavors are encouraged, as are programs that provide educational tools and services that foster individual responsibility for improving family health and wellness.

- Applications must be *received* at Pocono Health Foundation by March 31st of the current year.
- Grant applications will be accepted between March 1 and March 31st.
- Notification of grant awards will occur by May 15th.
- Funds are committed on a one-time basis, although consideration will be given to further funding requests that are submitted in subsequent years.
- Approval of a grant in no way implies a commitment to continue support in the future.

Required Documentation:

- A description of the organization and its goal;
- A description of the project for which funds are being requested including current status, objectives, and the qualifications of the personnel involved in the project;
- A budget and timeline (One additional sheet may be used);
- Other sources of funding for the project, both current and proposed;
- List prior grants received from the Dr. Alberta Finch Endowment Fund;
- Methods of evaluating results of the program;
- A photocopy of the latest IRS determination of tax-exempt status under sections 501 (c)(3) or 509(A)(1), (2), and (3).
- A current operating budget for the organization;
- A list of names and affiliations of officers and directors or trustees; and,
- If the organization has been classified or applied for classification as either a Section (A) (2) organization under the IRS code, it is necessary that you provide satisfactory information that the requested grant will not result in loss of your status as a publicly supported organization.

Recipients will be required to:

- Use funds by March 1st of the following year.
- Submit a final report to the Dr. Alberta Finch Endowment Fund Selection Committee indicating how the funds were spent, evaluation of the results, and any unforeseen problems.
- Attend the Endowment Grants Recognition Reception scheduled in June.
- Submit a letter of appreciation to Dr. Alberta Finch.