



GRANT APPLICATION GUIDELINES FOR DONOR-ADVISED FUNDS

1. Bainbridge Community Foundation, as a community foundation, encourages grants that support our local community. Grants will not be made to any religious organization where the funds would be used in whole or in part to further the organization's religious purposes; to individuals; for any political purposes; or for any endowment funds. **Grants will not be made to satisfy membership dues or pledges.**

2. Donor will complete a Donor-Advised Grant Request Form and submit it to:

Bainbridge Community Foundation
Attn: Grants
Marge Williams Office Center
221 Winslow Way West, Box 305
Bainbridge Island, WA 98110

3. **Due Diligence**
BCF will verify that each proposed grantee is organized and operated for charitable purpose within the meaning of Section 501(c)(3) of the Internal Revenue Code. BCF will also request and review the proposed grantee's financial and program information, which will be made available to the donor upon request.

4. **Grant Review and Approval**
Grant requests will be reviewed by the Grants Committee of BCF, and must be approved by the Board.

5. **Grant Awarding**
If the grant request is approved by BCF's board, distribution of funds will be made directly to the grantee organization within two weeks of board approval.