



## SOUTH DAKOTA HIGH SCHOOL ACTIVITIES ASSOCIATION FOUNDATION

205 North Harvest Hill Circle Sioux Falls, South Dakota 57110

### GRANT APPLICATION FORM

#### **GRANT MAKING GUIDELINES**

The following are some of the criteria that the SDHSAA Foundation Board of Directors will use in awarding grants. Please use this as a guideline to determine the eligibility of your proposed request for funding by the SDHSAA Foundation.

1. **VOLUNTEERISM:** Projects that involve significant and continuous volunteer support will be considered more favorably. SDHSAA Foundation feels that it shouldn't be the sole source of support, and may make awards contingent on proof that there are other sources of funding. The grant may also be in the form of a challenge, to be met dollar for dollar by other sources.
2. **DISCRIMINATION:** Applications from 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.
3. **FUND DISTRIBUTION:** Grants will be awarded by the Grant Awarding Committee made up of four (4) members of the Foundation Board of Directors, and three (3) members of the SDHSAA Board of Directors, on their evaluation of the applications that are submitted. The Grant Awarding Committee may determine to fund the grant in its entirety or a portion thereof.
4. **PROJECT LONGEVITY:** Some projects seeking funding may be ongoing, while others begin and end in the same calendar year. Projects for multi-year funding are encouraged, but there will be no promise of funds made available in future years.
5. **SEED GRANTS:** If start-up funds are requested, they will be more favorably looked on if there is supporting evidence indicating a need for the project and the ongoing probability of its success.
6. **TECHNICAL ASSISTANCE:** Consultants and technical assistance will be funded if they are integrally related to accomplishing the project's objectives.
7. **LOANS:** No loans will be issued by the SDHSAA Foundation.
8. **PUBLIC/PRIVATE:** The Foundation Board will concentrate on funding non-profit corporations/organizations, but not to the exclusion of organizations that meet grant guidelines.
9. **EXCEPTIONS:** The Foundation Board may make an exception to printed guidelines upon a motion duly made, seconded, and carried by a 2/3 vote of members present and voting.
10. **GRANT REVIEW PROCESS:** The Grant Awarding Committee will consider applications at its spring and summer meetings or by electronic communication. Applications that meet guidelines will be considered and prioritized according to guidelines.
11. **COMMUNICATION WITH APPLICANTS:** All applicants will be informed in writing within 10 days of the Foundation Board meeting or electronic communication if their request has been approved or rejected. All decisions will be held in confidence until announced by the SDHSAA Foundation Board of Directors or their duly appointed spokesperson.
12. **FINAL EVALUATION:** Organizations receiving funds from the SDHSAA Foundation are asked to submit a report to the Foundation Board informing them how the funds were used.



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**SDHSAA FOUNDATION FUND APPLICATION FORM**

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

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

Organizations Tax ID/EIN: \_\_\_\_\_

Individual making this request: First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address:      City: \_\_\_\_\_      State: \_\_\_\_\_      Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_      Email Address: \_\_\_\_\_

Funds requested: \$\_\_\_\_\_ (Distributions in the amount of \$250 or more are preferred)

Purpose of Requested Funds: (general support, capital campaign, specific campaign, endowment, etc.)

List your organization's qualifications as specified in the South Dakota High School Activities Association Foundation Grant Making Guidelines: