

Norco Economic Development Foundation

Guidelines for Grant Applicants

Purpose

The Norco Economic Development Foundation (NEDF) was formed as a result of a five million dollar gift to the Norco community by Shell and Motiva. Its purpose is to maintain a community-based organization that supports the future community/economic development needs of Norco and St. Charles Parish.

Mission

To address social and economic issues at the local level in a manner that increases the capacity of the community. The NEDF provides leadership and vision in identifying community needs and in creating sustainable solutions to meet those needs.

Priorities

The Fund will only consider grants for charitable purposes to nonprofit organizations that serve the Norco community and its residents. Grants can range from \$10,000 to \$50,000 and on rare occasion up to \$100,000. Funding will be considered based on the following priorities:

- **Priority One – Small Business Retention/New Job Creation:** Support will be given for business development, i.e., training and technical assistance.
- **Priority Two –Career Development/Training:** Target needed education programs that strengthen the local workforce.
- **Priority Three - Quality of Life (i.e., Health, Land Use, Infrastructure, Senior Citizens):** The community of Norco and its families face a changing assortment of conditions and circumstances, both economic and social. Over the years Norco has seen many individuals move away and businesses close or downsize, leaving gaps in the community's physical infrastructure. This has made it all the more important to pay particular attention to the ways in which abandoned or vacant properties are used, to the community's health needs and to the welfare of its senior citizens, many of whom are life-long residents.
- **Priority Four – Youth Opportunity (i.e., Youth Participation/Youth Job Related Activities):** Youth community involvement, youth-adult partnerships, youth leadership and youth empowerment activities all beneficially conspire to make young people participants in the life of the community rather than merely spectators or recipients of services.

Proposal

Nonprofit organizations applying for grants should complete the attached Grant Proposal Summary sheet and provide the following:

- ☐ A detailed project budget and budget narrative.
- ☐ A one page description of the project to be funded, including strategies, measurable objectives and a timetable.

- ☐ A copy of their 501(c)(3) status letter, or a copy of their fiscal agent's 501(c)(3) status letter.
- ☐ A copy of their board list.
- ☐ A copy of their most recent audited financial statements if available, or if not available, a copy of their most recent IRS form 990 or 990EZ if their organization is required to file such a form.

Applications must be submitted via email to: Isabel@gnof.org. Applications must be typed and no faxed applications will be accepted.

Grantmaking Schedule

Grant requests should be emailed no later than 5:00 p.m. on July 30th .

Reporting Requirements

If a grant is awarded, the funded organization will be asked to submit both fiscal accounting and narrative reports on the use of its grant and the impact that the grant may have had on the community it serves. Reporting guidelines will be established in the letter of award.

Revised: 5/19/2014