



AUTISM EDUCATION FUND GRANT GUIDELINES AND PROCEDURES

The Community Foundation of the Dan River Region is a public charity established in September 1996 by a steering committee of civic leaders to meet a variety of social, educational, cultural and other charitable needs in the Dan River Region.

1. Autism Education Fund proposals are to support the **education related to individuals, families, community, and educators** in the surrounding area.

2. Applicants may include

501(c)3 charitable organizations & public or private school systems

- a. Applying for grants to provide scholarships to students in need of educational services outside of what is covered by their school system
 - i. Day school (full or part)
 - ii. Behavioral services (1-on-1 or social skills groups, etc)
 - iii. Summer program
- b. Applying for grants to support educators.
 - i. Classrooms applying for programs or materials to support autism education. This may include: autism specific classroom, physical/health education materials, etc.
 - ii. To pay for consulting services provided by autism experts.
 - iii. Programs to raise awareness about autism.
- c. Applying for grants as “fiscal agent” to other organizations without 501(c)3 status, as long as the purpose is charitable.

Does not include any type of medical related or research related applications

3. Proposals should describe in detail projects that support the promotion of autism education. **The amount of money available is up to \$3,710.**
4. In addition, strong consideration will be given to:
 - a. Projects that will serve a wide segment of the community and that will assist those who are not being adequately served by existing community resources.
 - b. Projects which promote coordination, resource sharing, and encourage participation with other community resources.
 - c. Projects that encourage more efficient use of community resources.

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5. Organizations receiving grants are required to provide the Foundation with a full project and financial report. Any funds not spent for the specific purposes for which the grant was approved must be returned to The Community Foundation. Funds awarded by the Foundation cannot be diverted to uses other than those for which they were given.
6. Grant applications should follow the above guidelines and include the following information:
 - a. Completed grant application summary sheet (attached).
 - b. A more detailed narrative describing the project, its purpose, and the community needs the project serves. The proposal should not be more than two typewritten pages. Additional printed material describing the project can be attached.
 - c. Specific project budget with details of expenses and income.
 - d. Sources of future funding for the project, if ongoing.
 - e. Other project funding sources received or expected.
 - f. If a non-profit organization is applying the following information, must be included:
 - i. Copy of the organization's IRS tax determination letter.
 - ii. A list of the organization's Board of Directors.
 - iii. Financial information of your organization, including a copy of its budget for year in which the project is to occur and a copy of the most recent annual financial statements and audit report. (Not required for school systems.)
 - g. A Grant Report must be submitted either upon completion of the project or after 12 months if the project has not yet been completed. Unused grant funds must be returned to the Foundation.

PLEASE SUBMIT 5 COMPLETE COPIES OF YOUR PROPOSAL

By 5:00p.m. February 22, 2019

The Community Foundation
541 Loyal Street
Danville, VA 24541



**Community
Foundation**
of the
Dan River Region

541 Loyal Street • Danville, VA 24541 • 434.793.0884 • www.cfdr.com

AUTISM EDUCATION FUND APPLICATION

*Please submit 5 complete sets of all documentation
By 5:00p.m. February 22, 2019*

Organization/school system _____

Address: _____

Contact person: _____ Title _____

Phone: _____ FAX: _____

Email: _____ Tax ID #: _____

General Purpose of your project: _____

Specific Purpose for Requested Grant (please attach additional required information):

Total Project Budget: _____ Amount of Grant Request: _____

Project starting date: _____ Completion date: _____

The organization named above will act as the responsible fiscal agent for any funds received and will comply with applicable tax laws, regulations and Foundation policies. I understand that the Foundation may require expenditure reports from grant recipients and may request the opportunity to visit our organization before awarding a grant or after a grant has been made for the purposes of project evaluation.

Signature of President/School Superintendent
2019-2020

Please print name here

Date