



## CHALLENGE GRANTS CRITERIA

- 1** Challenge grants will only be awarded where a specific request has been made by the applicant.
- 2** Challenge grants will not extend for more than a one year period and each shall have a specific completion date assigned by the Foundation.
- 3** Challenge grants will ordinarily be on a “dollar-for-dollar” basis rather than “all or none”.
- 4** The following criteria will govern the eligibility of matching gifts to count toward the challenge grant. Questions about the eligibility of a gift should be raised by the grant recipient with the Executive Director prior to certifying matches.
  - a.** To count, gifts must be in response to, or in anticipation of, the challenge grant. All donors must be aware that their gifts are to be used to match a Foundation challenge grant. Proof of donor awareness can be in the form of individual letters; membership mailings; newsletters; public notices regarding contributions; publicity for fund raising events; or other written documentation.
  - b.** The matching gift must be used to support the purposes outlined in the approved challenge grant application.
  - c.** All matching gifts must be given and pledges paid during the challenge grant period. A pledge commitment made before the fund-raising period begins cannot count as a match, even if paid before the grant ends.
  - d.** Gifts may not derive from the grantee institution itself. It is inappropriate for an institution to shift internal budgets, sell assets already owned, or reallocate internal funds, for matching purposes. Income from endowed funds is not new income, and recipients may not include as part of their match interest earned on gifts made for challenge grant purposes.
  - e.** “In Kind” contributions of materials and labor will not be counted towards the completion of a challenge grant.
- 5** Grant recipients have the responsibility of accounting for the eligibility of all matching funds and certifying the eligible matches to the Foundation. Grant recipients’ records are subject to audit.

*Adopted: September 26, 2004*