



## GRANT APPLICATION GUIDELINES

### Mission

The mission of CoVantage Cares Foundation, Inc. (The Foundation) is to provide funds to non-profit organizations that provide assistance to individuals, especially those experiencing significant financial challenge, and to non-profit organizations working to enhance the quality of life of residents living in the communities served by CoVantage Credit Union.

The Foundation fulfills its mission by providing grants to projects and efforts that:

- Promote the credit union mission of working with individuals experiencing financial challenge.
- Use foundation resources wisely while meeting a specific community need.
- Elevate the vibrancy and livability of CoVantage communities.
- Make long-lasting improvements to the quality of life for CoVantage members.
- Advance financial wellness and financial education.
- Include significant collaboration and community buy-in.

Examples of requests not funded by The Foundation:

- Requests that are not in alignment with the Foundation mission.
- Operating expenses, losses, or salaries.
- Requests that would primarily benefit sole individuals.
- Requests to support individuals or groups outside CoVantage Credit Union's [charter](#) area.
- Requests to directly or indirectly benefit CoVantage Credit Union.

### Application Procedure:

Complete a fillable PDF grant application by going to [www.covantagecu.org/cares](http://www.covantagecu.org/cares) and clicking on Application.

Email the completed grant application to [covantagecares@covantagecu.org](mailto:covantagecares@covantagecu.org)

**Application Deadline:** Completed applications must be submitted either online or by U.S. mail and received no later than 5 p.m. on the first working day of March, June, September, or December.

**Application Review and Notification:** The Foundation board of directors meets on a quarterly basis and will consider requests received prior to the above deadlines. Applicants will be notified of the outcome of their application within 5 business days of the quarterly meeting it was considered.

### Grant Funding Sources:

- In alignment with CoVantage Credit Union's mission, CoVantage Credit Union's board of directors periodically approves funds for The Foundation.
- Donors like you! Contributions from businesses, organizations, staff, CoVantage members and community members who believe in The Foundation's mission and see The Foundation as a way to leverage their charitable giving.

### Nondiscrimination Policy:

The Foundation does not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations, and will only consider applications from organizations that similarly do not discriminate.

Revision 10/10/2019; 05/2020; 03/2021