

WILLIAM A. COOKE FOUNDATION

GENERAL GRANT GUIDELINES

The mission of the William A. Cooke Foundation is to furnish support in connection with the Shriners Hospitals for Children and the Counties of Louisa and Orange, through scholarships and grants for local public purposes that benefit the inhabitants of Louisa and Orange counties.

The grant making process is conducted by the Board of Directors in an impartial manner based upon an evaluation of each project request. Therefore, solicitation of individual members of the William A. Cooke Foundation Board of Directors by potential recipients for specific William A. Cooke Foundation grant requests is discouraged.

Priorities for funding will vary from time to time. Even though a project meets established criteria, it may not be adopted because of limited funds or other priorities.

--- NOTICE ---

As a result of disaster losses in our community caused by the earthquake on August 23, 2011, followed by Hurricane Irene on August 27, and our desire to address these losses, the Foundation has suspended consideration of grants for the remainder of 2011 and for the entire year 2012, subject only to urgent needs as determined in the sole discretion of the Foundation. The Scholarship Fund will not be affected by this change.

The William A. Cooke Foundation grants do not generally provide funds to an existing project. To be eligible for consideration, projects must be efforts involving a governmental unit or a not for profit tax exempt 501 (c) (3) organization as described in Section 509 (a)(1) or (2) of the Internal Revenue Code. Projects must have the support of appropriate organizations and/or governmental units and must benefit the inhabitants of Louisa and/or Orange Counties. The following criteria have been established by the Board of Directors of the William A. Cooke Foundation.

The grant/project must:

1. Be for local public purposes that benefit the inhabitants of Louisa and Orange Counties.
2. Reasonably ensure continued support after involvement by the William A. Cooke Foundation is discontinued.
3. Not involve liability to the William A. Cooke Foundation, except to provide the amount of the grant.
4. Involve active participation by the sponsor, which must be a not for profit tax exempt 501 (c) (3) organization, as described in Section 509 (a)(1) or (2) of the Internal Revenue Code or governmental unit.
5. Demonstrably benefit others beyond the individual organization recipient of the grant.

6. Not benefit a William A. Cooke Foundation Director or manager; or his spouse, ancestor, children, grandchildren, great grandchildren, and the spouses of children, grandchildren, grandchildren and great grandchildren.
7. Not duplicate any existing Foundation grant.
8. Not involve the payment of general administration cost for the sponsoring organization.
9. Not involve the establishment of a permanent foundation or trust or a permanent interest-bearing account, or involve support for the general operating costs of any organization.
10. Not involve any of the following:
 - Carrying on propaganda or otherwise attempt to influence legislation.
 - Restrict the services or facilities or employment provided by the grant to individuals based on race, creed, color, sex or national origin.
11. Be located in Louisa and/or Orange Counties or impact or be “linked” to Louisa and/or Orange Counties.

How To Apply:

The Foundation requires interested applicants submit a Letter of Inquiry (LOI) to the Foundation which should be received no later than December 31. LOIs will be reviewed in January and organizations will be contacted if further information is needed. Grant decisions will be finalized and organizations notified in March.

Letter of Inquiry (LOI) Format

In no more than 2-3 pages please tell us the following:

- Contact information (name & title of primary contact person, address, phone, fax, e-mail, and website address)
- Organization’s EIN# as issued by the Internal Revenue Service
- Specific dollar amount request stated in the first paragraph of your narrative
- Organization’s mission, history, and the programmatic and geographic scope of its activities.
- Description of the need to be met and the goals and objectives for the proposed project or program and services. Include the number of individuals to be served and frequency of service.
- Additional funding sources secured or pending for the project or program.
- Plans for measuring when and if the project or program has succeeded.

Grant recipients in the previous year who are reapplying for funding must include a report on their previous grant award with their LOI.

Grant Reporting

All recipients are required to send a one page report upon project completion or one year after grant is awarded, whichever occurs first.

Send Letter of Inquiry and Grant Reporting to:

Wallace L. Tingler, President
William A. Cooke Foundation
P. O. Box 462
Louisa, Virginia 23093
(p) 540-967-0881 (fax) 540-967-0711 (e-mail) wtingler@wacooke.com