



## Donor Advised Fund Cash Grant Application and Funding Policy

### **Purpose**

To define the guidelines under which an organization participating in the Donor Advised Fund Endowment Account Program may request funding from the associated Donor Advised Fund (DAF).

### **Definitions**

*DAF Participant* – an individual or organization that has a funded Donor Advised Fund (DAF) Endowment Account.

*DAF Partner* – the contact person who has grant request authority on a Donor Advised Fund (DAF) Endowment Account.

*DAF Grant Application* – the process and forms used by a DAF Partner to request grants from a DAF endowment account.

*DAF Grant Recipient Application* – after being selected by a DAF Partner to receive a DAF cash grant, an organization will use this process and forms to formally apply for the cash grant requested by the DAF Partner.

### **Requirements – DAF Grant Application**

1. A Partner may request that MidwayUSA Foundation issue cash grants, from their DAF, to various non-profit organizations supporting youth shooting sports.

1.1. Cash grants may be requested once per year from a DAF. The total of all grants requested generally cannot exceed 5% of the DAF's endowment account balance on the designated cycle's lock-in date (March 31 or September 30). However, in rare circumstances, a DAF Partner may request more than the 5% in order to meet a unique funding goal, but any percentage greater than the 5% must be approved by the board of directors.

1.1.1. There is no limit to the number of team grants a Partner may fund from the Partner's DAF. However, each individual grant request must be at least \$1,000.



1.1.2. All grant requests must be to non-profit organizations for the benefit of youth shooting sports, youth education, and youth conservation programs within the mission of the MidwayUSA Foundation. The potential grant recipient is not required to have a 501(c) federal tax exemption. The DAF Partner should verify that each potential grant recipient meets this criteria before submitting the grant application.

1.1.2.1. The Executive Director under authority of the MidwayUSA Foundation Board of Directors will consider all grant requests. However, the Board of Directors holds variance power and, therefore, may award grants from the Fund at its own discretion, regardless of Partner's suggestion.

2. There must be one full year (365 days) between successive cash cycles for each DAF.

2.1. To better accommodate the philanthropic objectives of all DAF Partners, the MidwayUSA Foundation will conduct two cash grant cycles per calendar year.

2.1.1. The grant cycle deadline dates are May 5 and November 5.

2.1.2. The Foundation will send out the Donor Advised Grant Application well in advance of the deadline date to give DAF Partners ample time to apply. Grant applications will not be accepted after the deadline unless approved by the Executive Director.

2.1.3. Incomplete or unsatisfactory grant applications may be rejected at the discretion of the Foundation.

### **Requirements – DAF Grant Recipient Application**

3. MidwayUSA Foundation cash grants are not guaranteed. All cash grant applications must be approved by the Executive Director under authority of the MidwayUSA Foundation Board of Directors.

3.1. Potential grant recipients will be vetted by Foundation staff to verify their non-profit status and inquire about the projected use of grant funds.

3.2. If the vetting process is successful, the potential grant recipient will be invited to apply.

3.2.1. The DAF Grant Recipient Application deadline dates are June 15 and December 15. Failure to return a properly completed application with



all required documentation by the deadline may result in the denial of the application.

- 3.3. Cash grants will only be made payable to the Grant Recipient Organization's Legal Entity and Federal Tax Identification Number (TIN/EIN) identified on the W-9 received with the DAF Grant Recipient Application.
- 3.4. The Foundation prefers that grant payments be made via Direct Deposit (ACH) to the Grant Recipient Organization's bank account as provided on the Direct Deposit Authorization form included with the grant application. However, a paper check will be cut if required.
- 3.5. Grant payments will be processed and distributed within two months after the DAF Grant Recipient Application deadline.

4. MidwayUSA Foundation cash grant funding can only be used for Eligible Projects and Activities.

- 4.1. Proposed projects/activities must conform to and foster the purposes set forth in The MidwayUSA Foundation's Articles of Incorporation as well as Mission and Purpose Statements.
- 4.2. Allowable 501(c)(3) purposes that align with the MidwayUSA Foundation mission are limited to projects which are or include: charitable, educational, or fostering national or international amateur sports competition.
- 4.3. Grant funding shall not be used to lobby or otherwise attempt to influence legislation, to influence the outcome of any public election, to carry on any voter registration drive, or used to contribute to any political campaign of any candidate for public office.
- 4.4. Grant funding shall not be used to acquire firearms.
- 4.5. Grant funding shall not be used to support or benefit an individual (e.g., scholarships).
- 4.6. Grant funding shall not be used to pay for goods or services or to pay personal expenses for any individual(s) (e.g., personal loans, personal utility bills, etc.).
- 4.7. Grant funding expenditures must be directly linked to the youth shooting sports program and shall not be used for general overhead expenses and indirect costs.
  - 4.7.1. Exception: An organization that is fully dedicated to supporting youth shooting sports may include general overhead expenses and indirect costs.



- 4.8. An application fails to demonstrate that the cash grant funding will be used within Section 4 guidelines will be denied.
5. Any Participating Organization receiving MidwayUSA Foundation cash grant funding must recognize the cash grant award whenever possible in relevant materials published by the organization.
  - 5.1. Publicity associated with any grant funding awarded by the MidwayUSA Foundation in the form of photographs, video, published or printed information, or any other materials, including any information or materials provided by the grant recipient organization, may be used by the MidwayUSA Foundation in press releases, publications or other materials, for the promotion of the MidwayUSA Foundation Donor Advised Fund program or other Foundation programs, or in any other manner as determined by the Foundation.
  - 5.2. The grant recipient organization must release the Foundation from any liability resulting from any information or material provided by the grant recipient organization and must agree to indemnify the Foundation from any claims made or actions taken in any way associated with any information or materials provided by the grant recipient organization.
6. Unused cash grant funding and/or improperly used cash grant funding, not committed for the specified purpose, or not committed within the time limit, shall be returned to the MidwayUSA Foundation or face legal action, including potential liability to grantee's principals
  - 6.1. Unless a time limit is specifically stated in the grant application, the Foundation requests that grant funds be expended within one year of receipt. However, when there is no stated time limit, funds may be carried over from one year to the next if it is in the best interest of the grant recipient organization, its shooting sports program(s), and the youth benefiting from them.
7. If a grant recipient organization dissolves, disbands, or otherwise ceases to exist, or ceases to use any property/equipment in reasonable working order that was obtained using cash grant funding from the MidwayUSA Foundation, then the organization is required to notify the MidwayUSA Foundation and make a reasonable effort to transfer ownership of such property/equipment to another MidwayUSA Foundation grant recipient organization that can



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fully utilize the property or equipment to benefit youth shooting sports. The MidwayUSA Foundation will help locate a suitable beneficiary for such property/equipment if needed.

8. The MidwayUSA Foundation reserves the right to audit the use of Donor Advised Fund cash grants at any time and for any reason.

- 8.1. A violation of Sections 3, 4, 5, 6, or 7 of this policy by a grant recipient organization shall permit the Foundation to take action up to and including termination of any and all further grants to the organization, whether or not such grants have been properly promised or pledged. The Foundation shall also retain the right to take any other actions allowable by law.