



Product Grant Application and Fulfillment Policy

Purpose

The MidwayUSA Foundation offers product grants to help communities and organizations raise money for MidwayUSA Foundation Team, Agency, and Donor Designated endowment accounts.

Definitions

- *Product Grant* – an item of value provided by the MidwayUSA Foundation for youth shooting sports teams and organizations to raise money employing a raffle, auction, prize, etc. Fundraising Products are provided to raise money primarily for donations to MidwayUSA Foundation endowment accounts.
- *Letter of Intent (LOI)* – Product Grant application that defines the terms and additional documentation requirements for receiving a Fundraising Product.
- *Outstanding* – A Fundraising Product is Outstanding if no donation, or only a partial donation, to an endowment account, relative to that item, has been received by the Foundation, or if the terms and conditions of the applicable Letter of Intent (LOI) have not been fulfilled.

Requirements

1. Only organizations with a MidwayUSA Foundation endowment account with a minimum balance of \$100, or organizations helping a MidwayUSA Foundation endowment account holder raise money for its youth shooting sports program endowment account, may apply for a Product Grant.
 - 1.1. Organizations apply for a Product Grant by completing a Letter of Intent (LOI) and submitting it along with all required documentation indicated therein.
 - 1.2. There is no deadline for Product Grant applications. Letters of Intent's (LOI) are processed on a first-come, first-served basis for as long as each Product Grant is available. The Foundation will not reserve or hold Product Grants for an organization without prior approval from the Executive Director.
 - 1.3. An organization may apply for no more than three of each style of Fundraising Product at a given time unless a pre-donation is made. An application for additional



Products will only be accepted so that no more than three of that Product Grant are Outstanding at any time.

- 1.4. Grantees are strongly encouraged to complete all fundraising activities associated with a Product Grant within nine months of receipt of the item. If unable to meet this deadline, the grantee should proactively inform the Foundation of its fundraising status and expected completion date.
 - 1.5. The Foundation has the right to refuse a Product Grant application at any time and for any reason.
 - 1.6. The Product Grant program may be terminated at any time and for any reason.
2. MidwayUSA Foundation Fundraising Products will be shipped to the grantee as follows:
- 2.1. There is no charge for shipment from the Foundation or vendor providing the Product Grant ships to the grantee or grantee's selected FFL holder. Most Product Grants will be shipped requiring an adult signature upon delivery.
 - 2.2. Grantees are responsible for a Product Grant shipped to them and are bound by the terms and conditions associated with the Product Grant upon shipment.
 - 2.2.1. If a Product Grant is lost or damaged in shipping, the grantee must first notify the Foundation within seven (7) days of the incident, then submit a claim to the shipping carrier (UPS, FedEx, etc.). The Foundation will replace the item at no cost upon confirmation of shipping loss or damage as long as that type of Product Grant is still available. Confirmation of damage may require return shipment of the Product Grant. If no replacements are available, the grantee will be relieved of all obligations associated with the lost or damaged Fundraising Product.
 - 2.2.2. A Product Grant with a market value of \$1,000 or more that is lost or damaged by the grantee must be reported to the Foundation within seven (7) days of the incident if the grantee wants to be relieved of the terms and conditions of the Product Grant. The Foundation will decide if either full or partial relief is warranted.



3. MidwayUSA Foundation Product Grants may only be used to raise money for the benefit of a MidwayUSA Foundation endowment account and the endowment account holder's programs and activities.
 - 3.1. The activity/method used for raising money with a Product Grant is at the grantee's sole discretion. The MidwayUSA Foundation is neither responsible nor liable for any problems arising from such activities/methods.
 - 3.2. All fundraising activities associated with a Product Grant must conform to and foster the purposes outlined in The MidwayUSA Foundation's Articles of Incorporation and Mission and Purpose Statements.
 - 3.3. Allowable 501(c)(3) purposes that align with the MidwayUSA Foundation mission are limited to activities that are or include: charitable, educational, or fostering national or international amateur shooting sports competition.
 - 3.4. All fundraising activities associated with a Product Grant must conform to all applicable laws governing such activities.
 - 3.5. Proceeds from fundraising activities associated with a Product Grant may not be used to benefit an individual.
 - 3.6. Failure to follow applicable laws and Foundation guidelines and the Product Grant program's spirit may result in the loss of eligibility for Product Grants and other programs, incentives, matching, etc.

4. MidwayUSA Foundation expects Product Grant grantees to make a diligent effort to raise as much money as possible from each MidwayUSA Foundation Product Grant.
 - 4.1. Donations made to MidwayUSA Foundation endowment accounts from Product Grant proceeds should equal or exceed the acceptable or recommended amount provided in the applicable Letter of Intent (LOI). Additional Product Grant proceeds, above and beyond the acceptable or recommended amount, may be used by the grantee organization for current operating expenses.
 - 4.2. Donations made to MidwayUSA Foundation endowment accounts from Product Grants may receive matching donations from the Foundation. Any matching or additional incentives provided by the Foundation will be at the applicable rate effective the day the Foundation receives the donation.



MidwayUSA Foundation Policy Document

Department: Programs and Financial Group

Authority: Executive Director

Process Owner: HR & Logistics Manager

Revision date: 01-01-2021

- 4.3. Grantees may make MidwayUSA Foundation endowment account donations from Product Grant proceeds through authorized and participating state or national partner organizations, thereby fulfilling the Product Grant's applicable terms and conditions as if the donation was sent directly to the MidwayUSA Foundation. Grantees must verify and follow all partner organization requirements.
 - 4.3.1. Additional donation matching or other benefits may be available from partner organizations.
 - 4.3.2. Partner donation matching does not qualify as part of the acceptable or recommended donation from the grantee as indicated in the Letter of Intent.

5. Grantees shall return Product Grants provided by the MidwayUSA Foundation that are unused or not committed for the grant's specified purpose within 12 months of receipt.
 - 5.1. When a Product Grant's return is warranted, the grantee must contact the MidwayUSA Foundation for shipping instructions. The grantee is responsible for return shipment and all associated expenses. Shipment must be made in person or through a reputable commercial carrier. The grantee will be relieved of all terms and conditions for that Product Grant upon receipt by the Foundation (if made in person) or proof of shipment using a commercial carrier.
 - 5.2. The Foundation may ask the grantee to ship the Product Grant directly to another grantee organization (secondary grantee) to minimize total shipping time and expense. The grantee will be relieved of all terms and conditions for that Product Grant upon proof of commercial shipment or receipt by the secondary grantee (if made in person).