



GRANT GUIDELINES

Everything you need to know

Why does the ENF have grant guidelines? ENF Grant guidelines are required for a few reasons. As a nonprofit, our grant projects must be charitable and follow IRS parameters. Of course, we strive to be excellent stewards of our donors' dollars. Grant funds should be used for projects that align with the ENF's mission. Your Lodge should use grant funds to expand the Lodge's charitable efforts and increase member involvement.

GUIDELINE BREAKDOWN

CHARITABLE

Your grant project should address a community need. Review the six broad categories defined as charitable by the IRS. Your Lodge's project should be focused on one of these categories: relieve the poor, distressed or underprivileged; advance education; lessen the burdens of government; lessen neighborhood tensions; eliminate prejudice and discrimination; combat juvenile delinquency.

(Restriction: Grants may not be used for general community events, Lodge maintenance or repairs, or to only benefit Elks and their families.)

VETERANS

If your Lodge is using a grant to serve veterans and military members in need, it must focus on one of these five areas of increased need: employment; homelessness and housing; military families; health, or educational support.

(Restriction: Grants may not be used for appreciation dinners.)

LOCAL

Your grant project should be locally focused. Regional, state and national projects are not eligible.

(Restriction: Grants must be used in the local community, and may not be donated to national or state organizations including State Major Projects.)

DIRECT

Funds should be used to directly serve local needs. Grant funds cannot be used to pay salaries or personnel costs for another organization. Donations made to religiously affiliated organizations, 501(c)8 fraternal organizations or similar establishments should be directly donated to a charitable program of the establishment and cannot be used for general expenses, building renovations or maintenance.

(Restriction: Grants should serve community members in need and cannot be used for fundraisers.)

EXPANSION

ENF Grant funds are not intended to cover expenses for the Lodge's existing charitable programs, reimburse the Lodge for past projects, or assist the Lodge financially. Grant funds are not intended to be used for projects that Lodges have been holding for many years.

(Restriction: Grants cannot be used for Hoop Shoot events, youth awards nights, or poster and/or essay contests.)

POPULATION

Grant funds should serve a population in need. Legally, funds cannot be earmarked or donated to individuals.

(Restriction: Grant funds should serve a population and cannot be donations of funds or supplies to individuals.)

BUDGET

Grant funds should be used for project essentials and directly related to addressing the charitable focus of the program. For example, instead of hosting a one-time event with t-shirts, cut out the shirts and host the event more often.

(Restriction: No more than 10 percent of the budget can be dedicated to administrative, advertisement, or publicity.)

Visit our webpage at <http://www.elks.org/enf/community>

Questions? Contact the Grants Office at 773/755-4730 or LodgeGrants@elks.org.