

OLD NATIONAL BANK FOUNDATION 2018 GRANT APPLICATION GUIDELINES

PLEASE READ ALL INFORMATION BEFORE APPLYING FOR A GRANT

Mission

The Old National Bank Foundation believes that social responsibility is essential to fostering vibrant, sustainable communities. We realize this belief through strategic partnerships with charitable organizations addressing defined community needs.

Vision

Old National Bank Foundation will foster communities that strive for impactful economic development, excellence and equity in education, and improved quality of life.

Funding Priorities

It is our wish to meet the needs of every community in our footprint; however, our funding will target innovative programs that enhance the quality of life within our communities in support of the following strategic initiatives, which are Economic Development, Workforce Development, Affordable Housing, Financial Literacy, and Early Education. Priority consideration is given to programs that target low- to moderate-income families. Examples of funding priorities with measurable outcome focus areas include:

Affordable Housing

- Increase homeownership opportunities
- Promote multi-family housing developments
- Enhance neighborhood stabilization and vitality
- Improve household stability

Economic Development

- Increase neighborhood revitalization initiatives
- Improve long-term sustainability of organizations in addressing community needs
- Strengthen community resource infrastructure

Financial Literacy

- Build knowledge/skills in savings, budgeting and debt management
- Build knowledge/skills in banking services
- Improve financial behaviors

Workforce Development

- Build skills/knowledge and improve achievement gain
- Increase entrepreneurship initiatives
- Increase access to business coaching
- Increase job creation, employment entry, and retention opportunities

Early Education

- Improve educational readiness and achievement
- Increase access to quality early childhood education
- Increase access to impactful mentoring programs

Each year, the Old National Bank Foundation endeavors to fund as many initiatives that meet our funding priorities as possible across our footprint. Due to the volume of applications received, each is evaluated on a competitive basis as we strive to fund programs with strong impact and measurable outcomes. As a result, large-scale initiatives, capital campaigns or strategic investment requests will be accepted by invitation only. Please send an overview/executive summary of this funding opportunity for initial review by Foundation staff to grantsandsponsorships@oldnational.com.

The Old National Bank Foundation contributes annually to United Ways in our footprint. Due to this contribution, United Ways are not eligible for other grant funding opportunities.

Note: Some requests that are not eligible for funding through the Old National Bank Foundation may be eligible for a sponsorship. These decisions are made at a regional level. Please visit the Sponsorship section of our website to learn more.

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Foundation Charitable Giving Programs

The Old National Bank Foundation awards over \$2 million annually to eligible organizations in Indiana, Illinois, Kentucky, Michigan, Minnesota, and Wisconsin where Old National has a business presence. The Foundation staff administers the following *primary* charitable programs, which are detailed below.

- **Developing Partnerships Grant**

This grant application is open to nonprofit organizations that meet the eligibility requirements as outlined on the next page. These organizations must also be located within our corporate footprint and are seeking to carry out programs related directly to our funding priorities, mission, and vision. Applicants should expect a waiting period of up to 12 weeks from submission to final decision making.

- **United Way Corporate Contributions**

Corporate contributions are made to United Ways in communities where Old National has a business presence. Associates are also encouraged to make personal donations through our annual workplace campaigns. This strategy complements our mission of improving the quality of life in our communities. Due to this contribution, United Ways are not eligible for other grant funding opportunities.

- **Education Matching Gifts Program**

The Education Matching Gifts Program furthers Old National's charitable giving by allowing associates to leverage their personal donations and help direct ONB Foundation contributions. This program provides an incentive for associates to voluntarily support educational initiatives that are important to them. Matching gifts are made to accredited K-12 schools and post-secondary, degree granting institutions selected by associates.

**FOR INFORMATION ON HOW TO APPLY FOR
A DEVELOPING PARTNERSHIPS GRANT,
PLEASE SEE NEXT SECTION.**

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TO BE CONSIDERED FOR GRANT FUNDING, ORGANIZATIONS MUST:

- Be a nonprofit organization and have obtained recognition of tax-exempt status under Section 501(c)(3) as a public charity under Code 509(a) and in good standing. (If an organization is exempt under Section 509(a)(3), it must be Type I or Type II.)
- Have their primary organization's address located within ONB's footprint

WHAT WE LOOK FOR IN AN APPLICANT ORGANIZATION:

- Fiscal stability
- Mission closely related to the Foundation's priorities
- Strong leadership/governance
- Diverse board and staff; reflective of the community being served

WHEN REVIEWING PROPOSALS, PREFERENCE IS GIVEN TO FUNDING OPPORTUNITIES/INITIATIVES THAT:

- Fit closely with the Foundation's funding priorities
- Address community needs related to our funding priorities
- Include financial commitments from a variety of sources
- Utilize an effective evaluation plan specific to the proposed funding opportunity/initiative
- Demonstrate measurable goals and outcomes

Restrictions

The ONB Foundation does not provide funding for the items or organizations below.
This is not an exhaustive listing. Additional restrictions may also apply.

- Requests that will be used mainly for salaries or general operations
- School clubs/organizations, including, but not limited to bands, athletic or academic teams, booster clubs, PTO/PTA
- Meals, tickets, dues, memberships, fees, travel, tuition, subscriptions, and other tangible benefits
- Meetings, conferences, workshops
- Childcare fees/subsidies or K-12 tuition
- Sponsorships, fundraisers, races, telethons, marathons, benefits, banquets, galas, golf tournaments, festivals, or other events
- Individuals
- Scholarly or medical research
- Endowments or scholarships
- Summer programs or camps and field trips
- Feasibility studies, project research or development phases, including the costs of hiring consultants or planners
- Organizations that discriminate on the basis of race, culture, gender, sexual orientation, age, or religion
- Political, labor, military, veteran's, international or fraternal organizations
- Programs administered by religious organizations for religious purposes
- Debt retirement or funding of any activity that is already completed
- Contests, competitions, athletics, pageants, or talent contests
- A 509(a)(3) Type III supporting organization charity

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Frequently Asked Questions

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1. Q: Are there deadlines for submitting an application?

A: Yes. Applications for the Developing Partnerships Grant Programs will be accepted starting the first week of **January 2018**. The anticipated application period for the board meetings are listed below:

Board Meetings	Application Period
March 21, 2018	Jan 2 – Feb 5 at 12:00 Noon CST/1:00 EST <i>(no exceptions)</i>
June 20, 2018	Mar 26 – Apr 30 at 12:00 Noon CST/1:00 EST <i>(no exceptions)</i>
September 19, 2018	June 25 – July 30 at 12:00 Noon CST/1:00 EST <i>(no exceptions)</i>

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Applicants should expect a period of up to 12 weeks from application deadline to final decision-making. Grants are awarded on a competitive basis and, if approved, the grant amount may be lower than your original request. *Current grantees must wait 12 months after final payment before submitting another grant application.*

Our grant cycles are open for approximately 25 - 30 business days. Please submit your grant application well before the deadline to ensure receipt of your application.

2. Q: Does my organization have to be located in an area served by Old National to receive a grant?

A: Foundation Grants are limited to organizations that have their main office located in a community in which an Old National Bank is located. For a list of banking center locations, please visit our website at www.oldnational.com.

3. Q: Are nonprofits required to have a 501(c)(3) designation to apply?

A: Nonprofits applying for a Foundation Grant must be tax exempt under Section 501(c)(3) and recognized as a public charity under Code Section 509(a) and in good standing. (If an organization is exempt under Section 509(a)(3), it must be Type I or Type II.)

4. Q: Our organization has a bank account, trust account, etc. with Old National. Does this guarantee or help ensure that we will receive grant funding?

A: While we appreciate our business relationships and take tremendous pride in serving our clients, the Internal Revenue Service stipulates that we may not factor business relationships into the equation when making Foundation grant award decisions to avoid self-dealing practices.

All organizations and requests are evaluated using the same criteria, which include an assessment of the organization and the initiative's objectives, community-wide impact, measurable outcomes, and volunteer opportunities. Priority consideration is given to requests that reflect the mission and vision of the Foundation and target our primary focus areas.

Sponsorship decisions, however, do factor in business account relationships, along with partnership, community impact and volunteer opportunities. These decisions are made at a regional level.

5. Q: My organization is a current grantee. Are we eligible to apply for additional funding?

A: If your organization has been awarded a grant or received a grant payment within the last 12 months, additional requests for funding will not be considered until after the grant period has ended, 12 months after the final payment, and a final report has been submitted.

6. Q: Can I apply for both a grant and a sponsorship within the same calendar year or time period?

A: Yes, however, please note that due to the volume of requests received, we will take into consideration all commitments made per organization into our overall decision.

7. Q: Does the Foundation provide funding to daycare or childcare centers to subsidize the cost of tuition, fees, or other childcare related costs?

A: Unfortunately, families across our footprint are facing rising childcare costs. But because of limited resources and a desire to remain fair and equitable, we are unable to fund tuition assistance programs or other childcare related costs.

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8. Q: What is the difference between a foundation grant and a regional sponsorship?

A: Foundation grants are provided to IRS designated 501 (c)(3) non-profit organizations. Grants are charitable donations used to fund initiatives that are large in scope and impact.

Sponsorships are monetary contributions given in support of events or activities in exchange for advertising and/or publicity. Sponsorships provide a direct benefit to Old National Bank. These decisions are made at a regional level.

9. Q: May we submit more than one application at a time?

A: No. Organizations may only submit one initial application per grant cycle. Organizations may not apply to more than one grant program at the same time. If approved, additional applications will not be reviewed until the grant period is ended, 12 months after the final payment, and a final report has been submitted.

10. Q: How many times per year can an organization apply for a Foundation Grant?

A: Only one contribution per grantee will be funded each year.

11. Q: What is the process for applying for a grant?

A: **Developing Partnerships** grant application is open to nonprofit organizations that are located within our corporate footprint and are seeking to carry out programs related directly to our funding priorities, mission, and vision. Applicants should expect a waiting period of up to 12 weeks from submission to final decision making.

12. Q: How do I submit an application?

A: Applications must be submitted online through the Old National Bank Foundation website. Proposals are not accepted via email, postal mail, or fax.

13. Q: When will the Foundation Board meet in 2018?

A: Aside from the annual meeting in January, the Foundation Board anticipates meeting mid-March, mid-June and mid-September.

14. Q: What is an appropriate request amount for an Old National Bank Foundation Grant?

A: The amount requested from the Foundation should be proportionate to your organizational budget, funding opportunity budget and expected income from other sources. Funding is ultimately contingent upon the initiative's alignment with the Foundation's priorities and funding availability from the Foundation's annual budget. **The average annual grant amount is between \$7,500 and \$10,000.**

15. Q: What e-mail address should be used for the account?

A: When setting up the account username and password for the application, please be sure to use an email address that is accessible to more than one person at the organization. If you are a contracted grant writer, please set up different accounts for each organization that you represent using a valid email address accessible by that organization.

Note: Please refrain from using the same email address for multiple organizations.

16. Q: Can I copy and paste information from a Word document into one of the application's text boxes?

A: Yes. You can copy information from an existing Word document and paste into the appropriate text box in the application.

17. Q: I do not have all the required documents in an electronic format. How do I submit them?

A: All documentation is required to be submitted in electronic format with the application. Please create a

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PDF of your documents and attach them to your application.

18. Q: What is required of my organization if approved for funding?

A: All grant applications that are approved for funding will require the following:

- **Signed Grant Agreement** – this includes an original signature (no digital signatures will be accepted) as well as ACH deposit information and is due within 2 weeks of notification.
- **Payment Receipt** – all payments will require a payment receipt to be submitted within 60 days after payment is received
- **Grant Reporting** – an annual report will be required to be submitted electronically through your online account and is due within 30 days after the grant period is over.

Note: We have made some enhancements to our online grant applications with greater emphasis on measurable outcomes. Therefore, semi-annual reporting will also be required. These requirements are to be submitted in a timely manner. Overdue requirements can affect scheduled payments as well as future funding.

19. Q: In what form of communication will you notify my organization about our application?

A: All communications during the application process will be by email from Old National's grantsandsponsorships@oldnational.com. Please add this email address to your contacts to receive all communications during the application process.

20. Q: What are some additional resources that I should consider if my organization/program may not be a good fit for the ONB Foundation?

A: Foundation Center – Finding Funder – www.foundationcenter.org
Grants Alert – www.grantsalert.com
Chronicle of Philanthropy – www.philanthropy.com/grants

21. Q: What are tips for a complete application submission

A: Here are a few tips for a complete application submission

- Make sure you review each of the 5 funding priorities and measurable outcomes prior to starting a new application. This will help you to determine which funding priority best fits your project or initiative.
- Please read each question carefully to ensure all points are addressed.
- Make sure you upload your 501c3 exemption document and not your sales tax exemption document.
- If you have computer trouble, try the following steps – clear your cache, shut down your browser and reopen, try a different browser, and try to log in again.
- Your application will time out at 30 minutes, and you will lose your work if you don't move to another page to refresh or click save and finish later.
- We suggest creating a group for your account so more than one person has access in case you have someone leave your organization.

*For additional questions, please e-mail grantsandsponsorships@oldnational.com. This account is monitored on a regular basis.