



2021

GRANT APPLICATION

GRANT APPLICATION INSTRUCTIONS

Step 1:

Read The Mazuma Foundation grant guidelines and criteria: First, read the guidelines to determine if your organization and project is both eligible and fits within The Mazuma Foundation's granting priorities and guiding principles.

Step 2:

Complete the application: In order for your project to be eligible for a Mazuma Foundation Grant you must complete in full and submit a current Mazuma Foundation Project Grant Application. Applications will be accepted from July 2021 through midnight October 15th, 2021. No application will be accepted that is not postmarked on or before October 15th, 2021. If your organization is a previous year grant recipient to be eligible for this year you must submit a final report with your application.

Step 3:

Provide ALL supporting documents with your application: The Mazuma Foundation only issues Grants to 501c3 organizations that functions to achieve successes in one or more of our three pillars of CSR (Corporate Social Responsibility): Financial Education, The Arts, or Community Development.

Supporting Document 1: Financial Statements

Please attach a copy of your most recent independently audited financial statements with your application. If not available, include a copy of your most recent unaudited financial statements. Internally prepared statements must include income statements and balance sheets for your reporting year.

Supporting Document 2: List of Elected Board Officials

The list must include names and board positions. Also include Board Members' occupations if relevant to their participation on the board.

Supporting Document 3: Business Plan

Please include your organization's business plan for the upcoming year. Additional information may be requested upon review.

Submit Your Application**Option A: Mail**

Mazuma
Attn: Mazuma Foundation Grants - C/O Mark Thompson
7260 West 135th
Overland Park, KS 66223

Option B: Hand Deliver

Drop off your completed application at any Mazuma Headquarters (See above address)

Option C: Email

Email complete package to mark.thompson@mazuma.org

FINAL REPORT GUIDELINES

The Mazuma Foundation requires project grant recipients to submit a final report for each grant. This report is due with your current years grant application. Failure to submit this report may result in your organization being ineligible for future funding considerations. We are unable to review future grant proposals until a satisfactory final report on all previous projects has been received and reviewed.

Please complete the following and submit by email to:

Mark Thompson
Mark.thompson@mazuma.org
Phone: 816-645-6404

Community Project Grant – Final Report Requirements

Part One: Basic information

- Date report submitted
- Organization name
- Year Grant Received
- Project Name

Part Two: Summary of Achievements

- Provide 3-5 bullet points on the key achievements of the project / program

Part Three: Sharing your story

- Provide at least two digital photos showing the activities and / or outcomes of your project / program. Note that these photos may appear on Mazuma's website or other media.
- Provide a 500 word summary sharing a story from your project / program.

Part Four: Budget

Please submit a final budget in the following format only:

Item or Activity Funded: List all expenses funded by Mazuma Foundation Grant

Budgeted Amount: The original amounts on the grant application

Actual Amount: The actual amounts spent for this item

Explanation of difference: Provide a written explanation of any material differences between budget and actual

MAZUMA FOUNDATION

GRANT GUIDELINES & CRITERIA

At Mazuma, our Corporate Social Responsibility (CSR) Program is our commitment to actively contribute to economic and social development by identifying both business and social needs in the communities we serve and working to improve the quality of life for our members.

The priorities for our Grants Program, funded through the Mazuma Foundation, are aligned to recognize and enhance the communities and members we serve in three areas;

- The Arts
- Financial Education
- Community Investment and Development

Applications that demonstrate work in one or more of these areas from a 501c3 will be evaluated annually for potential funding of their programs and projects and events.

2021 Granting Priorities

Please read the program criteria carefully before applying.

What types of organization can apply?

Only 501c3 Organizations will be granted funding.

For all community support, Mazuma will:

Make gifts to qualified, 501c3 organizations for work done in communities that are in our Field of Membership (Jackson, Clay, Cass counties in Missouri, Wyandotte and Johnson counties in Kansas).

Place the highest priority on those applications that directly relates to Mazuma's goals in The Arts, Financial Education, and Community Development.

Support programs and projects that are clearly described and are measurable.

Make gifts in the general range of \$500 to \$15,000.

Review all complete applications received during the stated cycle timing.

Evaluate any opportunities to support organizations with in-kind donations or volunteer hours in addition to monetary requests.

Mazuma is less likely to:

- Make grants for general purpose or operating support.
- Make multi-year commitments.
- Make gifts over \$15,000.

MAZUMA FOUNDATION

GRANT GUIDELINES & CRITERIA

The Arts

Desired outcome:

Engage in local efforts to promote the arts in the communities we serve.

Eligible program and project themes could include:

- Programs/Projects/Events that support or fund Performing Arts.
- Programs/Projects/Events that will help educate, train, and further support the arts in the Greater Kansas City Area.
- Programs/Projects/Events that support, fund, or increase the awareness of the Arts in the Greater Kansas City Area.

Education

Desired outcome:

Engage in efforts that plan, organize, and support financial education projects/programs/events designed to educate the youth and adults in the Greater Kansas City Area.

Eligible program and project themes

- Projects/Programs/Events facilitated by community organizations (libraries, chambers of commerce, school systems, children's museums etc.) that support adult and youth financial education initiatives.
- Programs/Projects/Events that will sustain adult/youth financial education.

Community Investment and Development

Desired outcome:

Partner with local businesses and community groups to improve the way of life in the communities in which we serve.

Eligible program and project themes

- Programs/Projects that will provide life enhancements for the residents of our communities.
- Programs/Projects that will bring people together for a common goal of our communities
- Programs/Projects that connect people to address social inequities in our communities.

Mazuma will not accept requests for:

- Capital requests (bricks and mortar, technology upgrades, equipment, building upgrades)
- Endowment funds
- Debt retirement
- Political lobbying or campaigns
- Religious activities
- Memberships in civic organizations or trade association's
- Courtesy advertising
- Scholarship programs
- Team sponsorships
- Trips or tours
- Fundraising walks/runs
- Golf tournaments
- Contributions to individuals or for-profit organizations.
- Make grants to organizations that redistribute funds.
- Make more than one gift (sponsorship or grant) to an organization in a year.

