



2019 GUIDELINES

KIRBY ENDOWMENT FUND

COMPETITIVE GRANTS

Guidelines for: KIRBY CIVIC EVENTS ~ KIRBY HARMON FIELD ~ KIRBY ROGERS PARK

Introduction

The Kirby Endowment Fund supports many different organizations and community activities, scholarships and projects in the Tryon area with annual grants and awards. Mr. and Mrs. Davis G. Kirby and Katherine Kirby established the Kirby Endowment Fund to provide edification and enjoyment to area residents of all ages and walks of life.

The Polk County Community Foundation is a public charity founded in 1975 by a group of generous and visionary community leaders who wished to improve the quality of life in our area. It is completely funded by gifts and bequests from our local community.

How to apply?

Use the Short Form Common Application, available online at www.polkccf.org and at the Foundation office, 255 South Trade Street, in Tryon.

Which organizations may apply?

- The Foundation awards grants to local charitable organizations that have been reviewed and approved by the Foundation's committee and Board prior to consideration of any particular application. Please contact the Foundation with questions about your organization's eligibility to apply for grants.
- Local Polk County, North Carolina 501(c) (3) nonprofits and units of government that primarily serve the citizens of the community centered in Polk County.

Grant Criteria

- **KIRBY CIVIC EVENTS FUND**
Grants shall be awarded to one or more community organizations in support of enjoyable civic events in the Tryon area.
- **KIRBY HARMON FIELD YOUTH ACTIVITIES FUND**
Grants shall be awarded to support sports and recreational activities oriented toward the development of teamwork and good citizenship among the youth in the area. The events must be free to the public and held at Harmon Field. Materials and minor capital improvements may be part of the fund request, if they are a part of the activity.
- **KIRBY ROGERS PARK FUND**
Grants shall be awarded to support entertaining, educational and innovative events at the Gibbs Amphitheater at Rogers Park. The events must be free to the public unless donations or admissions charges are used to help pay for the event and all revenues collected in excess of expenses are returned to the Rogers Park Fund.

Grant Conditions

- Events must be free. The Kirbys have defined “free” to mean the following:
 1. Event attendees may not be asked for contributions.
 2. The event may not include the sale of food, or merchandise, or charges for entertainment.
 3. Gifts of merchandise and money as well as volunteers are most welcome to defray additional costs beyond those covered by the grant. However, the giver must remain anonymous, so that the event in no way becomes a marketing venture. *(Note: this means that Kirby events cannot recognize other sponsors.)*

Application Deadline

- For application deadlines see the “Dates & Dollars” chart available online and at our office.
- Please note that all applications are due on Tuesdays by 11:59 pm on the date indicated.

Helpful Publications

- The “Directory of Kirby Endowment Funds, Competitive Grant Funds and Donor Information” provides information about the many funds available at the Community Foundation, including examples of past grants.
- The “Dates and Dollars” chart lists application deadlines, notification dates, interview dates and requirements (if any), and available dollars for each grant program.

Timeframe for Using Approved Grants

Grant funds must be spent within 12 months of the time of the award notification. You may request a longer grant period by indicating the need for an extension of time on the cover page.

Additional Application Hints and Requirements

Please refer to the signature page on the application.

Questions?

For additional information concerning this or other grant applications, or help with your unique situation, please contact Noah Wood, our Director of Grants. You may visit us at 255 South Trade Street, Tryon, NC or online at www.polkccf.org; call 828-859-5314; or email: grants@polkccf.org.