

James and Abigail Campbell Family Foundation Grant Guidelines

Policies

The Foundation will only consider requests from organizations which qualify as non-profit, tax-exempt “public charities” under Section 501(c)(3) and 170(b) of the Internal Revenue Code.

Grant Guidelines

The Foundation supports projects in the following areas:

Youth	Programs that address the challenges of young people.
Education	Support for public schools, early childhood education and environmental stewardship.
Hawaiian	Support for programs that promote values and the health and welfare of Hawaiians.

Priority is given to programs located in or serving communities in the following areas of West O’ahu: Ewa/Ewa Beach, Kapolei, Makakilo and the Wai’anae Coast.

The following types of requests are eligible for consideration:

- Support for special projects that are not part of an organization’s ongoing operations.
- Program support when unforeseen circumstances have affected the financial base of an organization.
- Financial assistance to purchase items such as office equipment and to fund minor repairs and renovations.

The Foundation will not consider funding for: individuals, endowments, sectarian or religious programs, loans, political activities or highly technical research projects.

Requests from previous grantees will be evaluated competitively with other requests. Only one request per organization will ordinarily be considered in a calendar year. Funds are usually not committed for more than one year at a time.

Applying for a Grant

Previous grantees must submit final reports before applying for new funding.

To apply for a grant, summarize the following information in a two- to three-page proposal letter:

- The nature and purpose of your organization.
- The objectives of your program. Please include the grant amount requested and the proposed use of funds.
- A brief outline on how you plan to accomplish your objectives.
- A statement of a community problem, need or opportunity that this project will address.
- The duration for which Foundation funds are needed.
- Other sources of funding currently being sought and future funding sources.
- Methods used to measure the program’s effectiveness.

In addition to the proposal letter, submit a copy of the following:

- Internal Revenue Service notification of tax-exempt status.
- Most recent annual financial statement.
- List of the current Board of Directors.
- The project’s proposed budget.

We require only one (1) copy of your complete grant proposal package.

Written Report

If your grant is approved, the Foundation will require:

- A formal acknowledgment of receipt of the contribution.
- A written report summarizing the outcome of the project.

Application Deadlines

Your grant application must be postmarked by:
February 1 for the April/May meeting;
August 1 for the October/November meeting.

Where to Send Your Grant Proposal:

The Board of Directors
The James & Abigail Campbell Family Foundation
James Campbell Building, Suite 200
1001 Kamokila Boulevard
Kapolei, Hawai’i 96707

For More Information

These guidelines are also available online at this link: campbellfamilyfoundation.org

Or contact:

D. Keola Lloyd
E-mail: keolal@jamescampbell.com