

**Henry and Sylvia Yaschik  
Foundation**  
Grant Guidelines for 2017

**About the Foundation**

The **Henry and Sylvia Yaschik Foundation** is a private foundation established in 1996 to make grants to domestic 501(c) (3) organizations.

The foundation is governed by a board of four directors. These directors make the final decision on all grants and expenditures made by the foundation.

**Grants Made by the Foundation**

The foundation makes grants only to qualified charitable organizations.

The foundation will make its grants in the following forms as appropriate for the project proposal and the project time line. Be specific about the form of grant you are requesting.

- One-time grants, which are single-year grants for a specific purpose;
- Multiyear grants, which are commitments for funding to be paid in increments over a period no longer than three years;
- Start-up program grants; and
- Challenge or matching grants.

**Grants That the Foundation Will Not Make**

The foundation will not make the following types of grants. Any request for funding for these purposes will be denied:

- Grants to international organizations that do not have a qualified domestic 501(c) (3) representative;
- Grants to private foundations (other than operating foundations);
- Grants for dinners, balls, or other ticketed events;
- Grants for political purposes; and
- Grants for lobbying activities.

**Application Procedure**

All applicants are required to supply all required information on all applications. These applications must be delivered electronically to the foundation by April 30, 2017. No late applications will be accepted.

**Applicants will be notified about the results of their application by June 30, 2017.**

**Grant applications must contain:**

- A one-page cover letter summarizing the project, the amount requested, and the timetable for the project;
- A completed 2017 grant application form containing your background information
- A proposal (limited to 5-pages); and
- All attachments listed on the application form.

The foundation will notify you if additional information is required for your grant application package. The foundation reserves the right to hold consideration of incomplete grant requests until the next grant consideration date at the discretion of the foundation board of directors.

**Applications for grants may be delivered as follows:**

You may email your grant application to: [2017apps@henryandsylviayaschikfoundation.org](mailto:2017apps@henryandsylviayaschikfoundation.org)  
 You will receive an email confirming the receipt of your application immediately upon receipt.

**Or you may deliver one copy of the grant proposal to one of the following addresses:**

<b>Mail Delivery</b>	<b>Overnight Delivery</b>	<b>Hand Delivery</b>
P.O. Box 22828	78 Wentworth Street	78 Wentworth Street, 3 <sup>rd</sup> floor
Charleston, SC 29413	Charleston, SC 29401	Charleston, SC 29401

All proposals should be bound in a secure, but non-bulky fashion. Do not submit grant proposals in three-ring notebooks or other large packages.

**Form of Proposal**

All proposals are to be submitted as noted above. All proposals are limited to 5 pages in length. (This page limit does not include required attachments.)

Electronic links which support an application may be included as part of the proposal.

**Frequency of Application**

The foundation receives numerous grant requests and is unable to fund all projects, even though those projects may be well-designed and well-conceived. Applicants may make only one application per year, whether successful in receiving a grant or not.

**Other Requirements**

Organizations receiving funds from the **Henry and Sylvia Yaschik Foundation** must provide a certified statement that the funds received from the foundation have been used for the purpose intended. This statement, which must be signed by the nonprofit’s accounting firm and chief financial officer, must be filed with the foundation no later than 12 months after the date such funds are awarded.

**Organizations which do not report use of funds previously granted by the foundation will be ineligible for future grants until that documentation is provided.**

**Questions or Other Inquiries**

Questions about the Henry and Sylvia Yaschik Foundation or about the application process may be submitted to [2017apps@henryandsylviayaschikfoundation.org](mailto:2017apps@henryandsylviayaschikfoundation.org). Responses will be emailed to you within a week of receipt, starting in the beginning of March, 2017.

###