



MARSHALLTOWN COMPANY

Community Contribution Program Guidelines

At MARSHALLTOWN, we approach community investment as an opportunity to use our resources to enhance the quality of life in Marshalltown.

Our Priorities

MARSHALLTOWN's Community Contribution Program provides direct contributions to select charitable organizations that make a difference in the lives of people in our community, with particular emphasis on supporting organizations that help people access resources that improve and enrich their lives. Some of our current priorities include:

- **Arts & Culture**
- **Community Improvement and Investment**
- **Education**
- **Social Service Organizations**
- **Youth**

Funding Support

Funding assistance from MARSHALLTOWN may include any of the following:

- **Donations:** a gift-in-kind or cash donation;
- **Employee Volunteerism:** support to employees as they volunteer in the community;
- **Sponsorships:** sponsored events in the Marshalltown community.

To ensure optimum social return on MARSHALLTOWN's Community Contribution Program, all funding requests will be evaluated on the following criteria:

- Demonstrate general support in the community.
- Demonstrate a significant and unique contribution to community life.
- Demonstrate clearly defined and measurable goals and objectives.
- Provide services and activities without regard to race, religion, creed, sex or sexual orientation.
- Benefits the Marshalltown community.
- Be a registered charitable organizational.

Ineligible Organizations and Projects

Requests from the following types of organizations will not be considered:

- Religious or sectarian organizations (except where they represent non-denominational community and social support services)
- Political organizations
- Individuals
- For-profit organizations
- Service clubs and fraternal organizations
- Third-party fundraisers or professional solicitors

MARSHALLTOWN does not support the following ventures:

- Debt-reduction campaigns
- Goodwill advertising
- Travel, accommodation, meal expenses, field trips and tours
- Beauty pageants or wilderness adventure activities
- Retroactive requests
- Conferences, seminars and workshops

Application Process

All applicants must complete a Community Investment Program Application Form to be considered for funding. Completed forms can be sent directly to our office by mail or fax at:

Marshalltown Company
c/o Community Contribution Committee
104 S. 8th Avenue
Marshalltown, IA 50158
Fax: 1-641-753-6341

Applications will be considered by MARSHALLTOWN's Community Contribution Committee. Each application is reviewed on its individual merit for clarity, completeness and need. Selected applicants will be given an opportunity to make a 10-minute presentation to the Community Contribution Committee for funding consideration. A Committee member will contact you to arrange a presentation at our Marshalltown office.

Funding decisions are made within 90 days of receiving your completed application. Due to the volume of applications we receive, MARSHALLTOWN will respond only to organizations approved for funding. You will be contacted by a member of the Committee if your application has been approved.

Note: MARSHALLTOWN will accept **one** application per organization each calendar year. Funding in any given year does not guarantee funding in subsequent years. Our guidelines and community contribution budget are reviewed regularly and are subject to change.

Evaluation

If your application is approved for funding, MARSHALLTOWN may request that you provide a brief summary outlining how your contribution has helped benefit your organization and our community. Your evaluation may include:

- A brief summary outlining progress toward your objectives, funds raised and overall outcomes;
- Copies of any publicity and media material regarding MARSHALLTOWN's contribution to your organization;
- Photograph(s) along with written permission authorizing MARSHALLTOWN to use your summary and photos in MARSHALLTOWN communications materials, i.e. web site, printed and/or electronic literature.