



2024 ECF Grantmaking Guidelines

Ft. Walton Beach Chapter

The Employees Community Fund (ECF) of Fort Walton Beach is part of an international network of Boeing employee-owned and operated nonprofit charitable foundations. The Ft. Walton Beach ECF is a pooled fund of employee investments that accepts grant applications from local organizations which provide community services directly to those in need.

ECF focus areas

Our focus areas are STEM programs, Veterans, emergent needs, environment, children's health and wellbeing.

ECF funding criteria

Agencies must be located in or have significant operations in the tri-county area (Okaloosa, Walton, and Santa Rosa) in order to be considered for funding. Agencies must qualify with the Internal Revenue Service as a 501(c)(3) organization and have held that designation for at least one year. Grants awarded in the Fort Walton Beach area have typically ranged from \$1000 to \$5,000. All grant monies must stay local.

ECF does not fund

The ECF of Fort Walton Beach does not fund:

- Medical research
- Vehicles for agency staff
- Off-the-shelf software and computer upgrades
- Computers for administrative use or record keeping
- Warranties and maintenance of equipment
- Public and private schools
- Wholly tax-supported institutions
- Arts, cultural, environmental and purely recreational activities
- Fundraising, advertising, Walk-a-thons, and bike-a-thons, etc.
- Hospital capital drives
- National fund drives
- Reduction of debt
- Service Club activities

How to be considered for a grant

To be considered for a grant Community Partners must adhere to the funding criteria and have a specific project that impacts the community or the customers that they serve. Community/customer impact must be shown in the grant application.

Organization eligibility

- Only organizations that are in good financial standing and have had an Internal Revenue Service designation as a nonprofit 501(c)(3) public charity (or similar designation under the relevant law for international organizations) for at least two years will be eligible to apply for a grant.
- Certain types of organizations will be ineligible to apply for grants including: (1) organizations that denigrate or advocate discrimination or violence toward any racial, ethnic or cultural group; (2) political organizations; and (3) fraternal, sectarian, social, religious, or similar organizations.
- Grant recipients will comply with all applicable laws and regulations of the United States and, where necessary, the nation of registry and/or operations, including, but not limited to, the U.S. Foreign Corrupt Practices Act, the USA Patriot Act, and the U.K. Bribery Act.
- The agency's services must be open to all regardless of age, gender, race, religion, sexual orientation, national origin, and presence of disability, ability to pay or other background. Prioritizing agency services and targeting therapeutic programs to specific populations will not disqualify an agency from consideration. Furthermore, the agency must not discriminate against its staff or volunteers based on age, gender, race, religion, sexual orientation or identity, national origin, and presence of disability, or other background.

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All applicants will be required to complete an electronic application that includes a grant proposal and a written agreement setting forth the terms of the grant. The application requires disclosure of the mission statement, the governing board members and their affiliations, the top five highest paid staff members, a breakdown of funding sources, a detailed description of the project for which funding is sought and the community needs that the project will address, the expected outcomes of the project, and the number of people who will benefit from the project.

Documentation required with application

- Organization's operating budget
- IRS 990 and/or audited financial statements
- Project budget
- IRS determination letter

ECF grant application access

- **Please follow these instructions if you have previously applied for an ECF or Boeing grant:**
 - a. Go to Boeing's grant application website (https://boeing.smartsimple.com/s_Login.jsp).
 - b. Enter your password or select **Forgot Password**.
 - c. Enter your organization email address in order to get a link sent to that email with instructions to update your password.



- d. Create an updated password and then log in.
- e. Complete your organization's profile. (Some information might have carried over from a previous application.)
- f. Initiate and complete the ECF application online.
- **If you have never applied for an ECF or Boeing grant, please contact fwbecf@boeing.com to request access to the system.**

Chapter contact information

Email: fwbecf@boeing.com

Timeline

Applications Open	Application Deadline	Awards Announced
2/1/2024	11/10/2024	Generally awarded within 90 days of application submittal