



## 2024 ECF Grantmaking Guidelines

### South Carolina Chapter

The Employees Community Fund of Boeing (ECF) is a unique giving program that empowers Boeing teammates to make a positive difference in their communities. Through individual donations, the ECF provides grants to non-profit organizations, supporting various causes and initiatives. ECF operates through teammate-led chapter grantmaking committees (CGC) and a governance board. Each CGC has its own specific funding priorities and focus areas.

### Focus Areas

The South Carolina CGC awards grants to non-profits that align to the following focus areas: Arts & Culture, Civic, Education, Environment and Health & Human Services.

### Funding Requirements

Grants must support funding in Berkeley, Charleston or Dorchester counties and align to the ECF focus areas. All non-profits who previously received grant awards must submit an impact report with the grant request that describes the progress made towards planned outcomes along with the tangible benefits to the community.

### Funding Priorities

In 2024, the South Carolina CGC will be accepting grant submissions with a requested range of up to \$15,000, signifying our unwavering commitment to making a substantial and visible impact in our community. This increase from our previous maximum of \$5,000 is a testament to our dedication. To be considered for a grant, it is imperative that your application presents clear and measurable evidence of the intended impact your organization aims to achieve with these specific funds. The CGC will prioritize funding grants that utilize funds in innovative and captivating ways.

We understand that meeting these new guidelines may necessitate adjustments to your proposal. Therefore, we strongly encourage you to reach out to us via email at [ecfsouthcarolina@exchange.boeing.com](mailto:ecfsouthcarolina@exchange.boeing.com) to discuss how we can collaboratively develop a proposal that aligns with our funding priorities. Our objective is to assist you in creating a project that will leave a lasting and visible impact on our community.

Since funds for grants are comprised of individual donations from Boeing teammates, we want to demonstrate the outcome of their contribution to creating positive change in our local community. We look forward to showcasing the impact of your programming to our donors, which we hope will drive future growth of the fund.

### Areas ECF Does Not Fund:

- Religious activities, in whole or in part, for the purpose of furthering religious doctrine. (Faith-based organizations must provide services to all clients regardless of denomination and without expectation of clients' participation in religious activities.)
- Capital campaigns for bricks and mortar projects,
- Private foundations,
- Travel expenses, trips, tours,
- Dinner tickets, conferences, seminars, pageants,
- Auctions, raffles, tickets, service clubs and other third-party activities,
- Athletic teams, scout troops,
- Fundraising sponsorships for individuals or groups
- General and administrative costs
- Printing for auction booklets, tickets, or one-time use items (i.e. invitations or flyers).

### How to be Considered for a Grant

In addition to the organization eligibility below, grant applications must align with Focus Areas, Funding Requirements, and be submitted by the application deadline.

Applications Open	Application Deadline	Awards Announced
2/1/2024	3/31/2024	11/15/2024

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### 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 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.

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:

1. Go to Boeing's grant application website ([https://boeing.smartsimple.com/s\\_Login.jsp](https://boeing.smartsimple.com/s_Login.jsp)).
2. Enter your password or select **Forgot Password**.
3. Enter your organization email address in order to get a link sent to that email with instructions to update your password.
4. Create an updated password and then log in.
5. Complete your organization's profile. (Some information might have carried over from a previous application.)
6. Initiate and complete the ECF application online.

If you have never applied for an ECF or Boeing grant, please contact [ecfsouthcarolina@exchange.boeing.com](mailto:ecfsouthcarolina@exchange.boeing.com) to request access to the system.

**Chapter Contact Information:** [ecfsouthcarolina@exchange.boeing.com](mailto:ecfsouthcarolina@exchange.boeing.com)