



Grace Whittier Fund

Grant Application Guidelines

The Grace Whittier Fund of the City of Northfield was created in 1988 as a result of a gift from the estate of long time Northfield resident, Grace Whittier. The purpose of the Whittier Fund is to support recreational opportunities for Northfield youth. The City of Northfield has entrusted Northfield Shares to award monies from the Whittier Fund to Northfield area organizations that program recreational activities for children and youth. Northfield Shares is responsible for the process of granting and distributing such funds.

The following are guidelines for application:

1. Proposed programs, services, or events shall be designated primarily for Northfield area children age 16 years old and younger, and the program, event, or service should fill a recreational need in the Northfield area and provide a community benefit.
2. Eligible proposals may reflect a broad definition of "recreation" to include: arts, crafts, music, theater, athletics, dance, outdoor skills, construction or mechanical endeavors, enrichment and the like.
3. Any budgeted salaries will be for program staff, i.e., teachers, counselors, guides or mentors and not administration.
4. The funds will not be used as an administrative transfer or undertaking already in progress.
5. The funds will be dispersed as an Equal Opportunity program and shall not discriminate against any person.
6. Recipients of Whittier Fund grants shall document their program and their use of the funds to Northfield Shares following completion of the program, service, or event, or at the end of the funding period whichever occurs first.
7. The Grants Committee reserves the right to award partial funding of proposals.
8. Past recipients of Whittier Fund grants shall return to the Grants Committee any grant monies that are unspent.
9. Organizations are eligible to receive funds for a maximum of three consecutive years and then become ineligible for one year.

Application deadline: October 1st

Revised July 2014