

Lake Shore Bank Community Grants Guidelines

The Lake Shore Bank Community Reinvestment Fund has been established to provide funding for non-profit community organizations within the Bank's service area, with a focus on programs/projects that directly benefit low-to-moderate income individuals or geographies in Chautauqua County and Erie County, NY.

Applicant organizations must have 501(c)(3) status and an active EIN.

Grant funds are distributed on a bi-annual basis. The application deadlines are June 1 and December 1 each year. The largest contribution made will be \$2,500 with most contributions in smaller amounts. Further consideration will be given to factors such as availability of funds, donations to date in a particular category or region, and the impact to the community.

Contributions are a one-time grant with no commitment for ongoing projects. Organizations may apply for no more than one contribution each calendar year (June or December).

Special projects that are sponsored by educational or religious institutions will be considered only if they benefit the community as a whole.

Careful consideration will be given to the commitment and composition of the requesting organization's board, officers, and project leaders. The organization must be able to show that they have the fiscal responsibility, management qualifications and the ability to complete, deliver or provide the services or programs for which the contribution is requested.

Priority will be given to:

1. Community development and investment projects serving the needs of the low to moderate income population or geographies.
2. Projects which have the greatest potential impact on the community.
3. Projects that will benefit the greatest number of people.
4. Programs representing innovative, efficient approaches to serving community needs.
5. Requests which will assist those citizens whose needs are not met by existing programs or services, particularly low to moderate income recipients.
6. Projects which promote volunteer participation and citizen involvement.
7. Community economic development.
8. Financial education.

Applications will normally not be considered for:

1. Individuals.
2. Capital campaigns to establish or add to endowment funds.
3. General operating budgets of existing organizations.
4. Annual fund-raising campaigns.
5. Publications of books or programs.
6. Conferences/Seminars.
7. Professional development for the applicant's staff.
8. Political campaigns.
9. Scholarships.
10. Projects or activities that would ordinarily receive public support via tax funds.
11. Government funded agencies and school systems.
12. Organizations and projects outside the bank's service area of Chautauqua and Erie Counties, WNY.

Lake Shore Bank Community Reinvestment Fund Application

Deadlines: June 1, December 1. Attach additional sheets if needed for any section of application.

Name of Organization:

Address:

Primary contact for this application: _____

Title: _____ **Email address:** _____

Phone number: _____

What is the purpose/mission of your organization? How many people do you serve each year?

What income levels does your organization serve? Check all that apply:

- ☐ Low income
- ☐ Low to moderate income
- ☐ Moderate income
- ☐ Middle income or higher

Describe the project for which you are requesting funds:

Page 2 – Lake Shore Bank Community Reinvestment Fund Application

What benefits will this project provide to individuals within Chautauqua and/or Erie counties?

Total project cost: \$ _____

Amount being requested from the Community Reinvestment Fund: \$ _____

What other sources of funding are anticipated for completion of the project?

Other information that may be helpful in assessing your application:

Authorized Signature / Organization Representative

Title

Please include copies of:

- Organization's IRS 501(c)(3) determination letter (not tax-exempt certificate).
- Organization's budget.
- Project budget – including processes to be used to determine success of project.
- Most recent year-end financial statement.
- List of officers, board members, and/or project leads as applicable.

Please submit application to:

Community Reinvestment Fund
Lake Shore Bank
Attn: CRA Officer
31 E. Fourth St.
Dunkirk, NY 14048

Applications must be post-marked by the application deadline (June 1 or Dec 1). Applications may also be dropped off at any Lake ShoreBank branch location before the application deadline.