

PORTER FLEMING FOUNDATION

c/o Trustees of the Academy of Richmond County
Post Office Box 2485
Augusta, Georgia 30903

Application forms may be obtained by writing the Secretary, Trustees of the Academy of Richmond County or by accessing the Porter Fleming Foundation link at the website of The Community Foundation for the CSRA at www.cfcsra.org. The application should be typed in 10 point type or larger. Additional sheets should be the same size as this form. The applicant should submit three copies of the application to the Secretary, Trustees of the Academy of Richmond County, Post Office Box 2485, Augusta, Georgia 30903. While it is not necessary and applicants will not receive preferential treatment, grants may be hand-delivered to Cranston Engineering, 452 Ellis Street, Augusta, Georgia 30901. **All applications must be received by February 1st.**

1) Purpose of the Foundation

In 1963 Berry Fleming, a noted Augusta author and artist, who had also served as a Trustee of the Academy of Richmond County, created the Porter Fleming Foundation in honor of his father. The Foundation directs the Trustees of the Academy to “contribute annually to the educational, literary, artistic, scientific, historical, musical, and cultural enrichment of the lives of the residents of the City of Augusta and the geographical area immediately adjacent thereto, composed of Richmond, Burke, Jefferson, and Columbia Counties in the State of Georgia, and Aiken and Edgefield Counties in the State of South Carolina.”

2) Organization Eligibility for Grants

The grant will be made, preferably, to organizations supported by dues or voluntary contributions; tax-supported organizations, while not excluded from consideration, will be expected to outline a more specific program for using the award, and even in the case of non-tax-supported organizations preference will be given to those organizations planning to use the award in a specific way. It is not the intent of the Foundation that the grant should be used for normal operating expenses, but for a distinct purpose not otherwise provided for.

Other than to carry out the program for which the grant has been made, the organization will not be obligated in any way except to submit a brief report to the Trustees at the end of the program, and to make an appropriate acknowledgment of the assistance of the Foundation.

3) Grant Application Process

Applications may be submitted at any time, but none will be considered that is received after February 1st of each year. The individual or organization selected will be notified by mail on or about March 1st.

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Decisions of the Trustees will be based solely on what they believe to be the merits of the projects as outlined to them by the applicants, considerations of quality and excellence taking precedent over all others. Educational and intellectual achievement is the sole standard for the determination of the worthiness of applicants rather than charitable, religious or civic considerations.

Application Opens: November 1

Application Closes: February 1st

Checks Distributed: March or April

Grant Cap: No Cap

Request Restrictions:

- Organizational operating expenses, to include ongoing programming costs that are not directly tied to the project request
- Projects that are geared to entry-level education
- Projects/artistic work that have already taken place
- Deficit financing and debt retirement
- Endowments
- Political organization or campaigns
- Lobbying legislators or influencing elections
- Special fundraising events/celebration functions
- Marketing endeavors unless the marketing is directly connected to the program in your grant application
- Core operating expenses for public and private elementary and secondary schools and public and private colleges and universities
- Projects that are typically the funding responsibility of federal, state or local governments
- Educational scholarships

Counties That May Apply: Aiken, Burke, Columbia, Edgefield, Jefferson, Richmond

Grant Usage: Grants are given to programs that are working in the following priority areas: Educational, Literary, Artistic, Scientific, Historical, Musical, and Cultural Enrichment

Grant Guidelines: Applications may be submitted at any time of each year, but none will be considered that are received after February 1 of each year. Decisions of the Trustees will be based solely on what they believe to be the merits of the projects as outlined to them by the applicants, with considerations of quality and excellence taking precedence over all others. **It is not the intent of the Foundation to provide organizational scholarship assistance for graduate or undergraduate academic courses, but rather to assist an organization in carrying out a specific project or line of work that may benefit the community at large.** Examples could include: A seed grant for a new innovative Arts or research project, a project that brings a subject expert or performer to the community, or a community art project.

4) Questions

Direct any questions by e-mail to Billy Badger bbadger@howardlumber.net.

APPLICATION FOR GRANT: Organization

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I. APPLICANT:

A. Name of Organization: _____

B. Address: (Street) _____ E-mail: _____

(City, State, Zip) _____ Telephone: _____

C. Names of Officers of Organization:

President: _____

Address: _____

Telephone: _____

Vice President: _____

Secretary: _____

Treasurer: _____

D. Purpose of Organization: _____

E. Geographic area covered by your operations: _____

F. List some of the recent cultural projects in which your organization has taken part: _____

G. Does your organization receive financial assistance from your city or county government? _____

If so, what percentage of your budget is so provided for? _____

II. PROGRAM:

A. Give a brief description of the project that you would expect to carry out with the aid of this grant.

(Detailed plans are not desired, but a general statement should be given of the character, scope, significance, and outcome of the project, and how the outcome is to be measured.)

1. In what field of learning or art does it lie? _____

2. When would it begin and end? _____

3. Where would it be located? _____

4. General description: _____

5. Significance: _____

6. Outcome and measurement of success: _____

III. PROPOSED BUDGET:

It is not the intent of the Foundation that the grant should be used for normal operating expenses, but for a distinct purpose not otherwise provided.

Attach a detailed budget for the proposed project with line item expenses and sources of income, if any.

(This is in addition to your ordinary operating budget.)

Total amount requested \$ _____

Items	Estimated Amounts (Omit cents)
Supplies (itemize by category)	\$ _____
Equipment over \$100 (itemize by category)	\$ _____
Services (itemize by category)	\$ _____
Travel (place and purpose)	\$ _____
Other (itemize by category)	\$ _____
Total Requested:	\$ _____
Income (if any)	\$ _____

Budget Justification (Justify any costs for which the need is not obvious.)

Have you applied for or received financial or other assistance from any other source for the purpose of carrying out this project? _____ If so, give details: _____

IV. FINANCIAL:

- A. Indicate whether you are: _____ incorporated, _____ an unincorporated association, _____ government, or _____ other (specify) _____. Tax ID#: _____
- B. Has the status of gifts to your organization been officially qualified as tax-exempt by the U.S. Internal Revenue Service? _____
- C. Attach a verbatim copy of applicable portions of your charter and by-laws, which state the purpose of the organization.
- D. Attach a copy of your current annual operating budget with sources of income and line item expenses.
- E. Attach a copy of your previous year's income and expenses statement.

V. **FURTHER COMMENTS:**

This application is submitted subject to all applicable provisions of the trust agreement dated December 2, 1963, creating the Porter Fleming Foundation, as amended.

Signature of Applicant: _____

Print Name of Signer: _____

Date and place of mailing: _____