## **Sunnyside Foundation Distribution Policy**

Eligibility requirements

- 1. Use in Adams County.
- 2. Must be a "Not for Profit" organization.
- 3. Clearly define the need or project for grant.
- 4. Must relate to the Sunnyside mission AND the mission of Mary Lanning Healthcare.
- 5. Priority Service to elderly.
- 6. Except under unusual circumstances, Sunnyside does not make grants for endowment, capital campaigns, deficit funding, or general operating expenses. Personnel expenses for initial projects may be considered.
- 7. Sunnyside will review the Distribution Policy and Grand Application form annually. **Copies of prior application forms will not be accepted.**
- 8. Periodic reports including the use of funds may be required from all recipients. The following reports may be required:
  - a. annually
  - b. semi-annually
  - c. upon completion of the program
- Grant recipients must have submitted bills or proof of expenditures by February 28th of the following year to the Sunnyside Board or the grant becomes void.

Applications will be accepted from December 1st to February 29th.

Applications postmarked after February 29, 2024, will not be considered. Applicants will be notified by mail of the Board's decision no later than May 15, 2024.

## Revised September 2023

**Sunnyside Foundation Mission:** The mission of Sunnyside since 1912 is to provide for the health, education, and social welfare needs of the Adams County community, including the elderly, through the distribution of grants derived from entrusted funds.

Mary Lanning Healthcare mission: Advancing our tradition of service, education, and community involvements, Mary Lanning Healthcare is dedicated to excellence, offering hop, health, and healing.