



Kiwanis®

Quincy Noon Kiwanis Club

P.O. BOX 57 Quincy, IL 62306

www.kiwanisofquincy.org

quincynoonkiwanis@gmail.com

2026 Grant Guidelines

1. Applications will only be accepted from not-for-profit organizations for programs that benefit youth in Adams County. Youth in surrounding counties are not eligible.
2. The Quincy Noon Kiwanis Club funds requests for programs, activities, initiatives, and equipment that directly affect/benefit youth. Request to purchase item(s) attach bid, item(s) and amount.
3. The Quincy Noon Kiwanis Club does not fund capital projects or operational expenses. Examples of capital projects are buildings or vehicles. Examples of operational expenses are salaries and benefits, utilities, rent, etc.
4. Requests must be made annually and on time. No assumptions should be made that grant awards in the past will automatically be awarded in the future.
5. Grant applications may be requested for up to \$1,000.
6. Organizations may submit more than one request and each request will be considered independently.
7. The Quincy Noon Kiwanis Club reserves the right to make partial awards.
8. If funds are awarded, they must be used for the specific purpose for which they were requested. If the funds are no longer needed, or there is excess after the project is completed, the remaining funds can be used the following year instead of returning the unused dollars and writing a new grant. If the grant project is no longer relevant, the organization needs to get prior approval to use funds for another activity/initiative.
9. The Quincy Noon Kiwanis Community Grant Application form must be used. No EXCEPTIONS. Each question on the application must be completed. Be detailed and include how the dollars will be used specifically. Additional information will be accepted, but in the form of a separate attachment. However, the attachment

must clearly indicate the question number/letter that you are answering. All requests must be typed. No hand written applications will be accepted.

10. The Allocation Committee spends a great deal of time to allocate funds to worthwhile events and organizations. Grantee must send a representative to the Quincy Noon Kiwanis Club meeting to receive the awarded funds on Awards Day. Checks will not be mailed.
11. After recommendations are made by the allocation committee, the decision of the Quincy Noon Kiwanis Board of Directors is final regarding all grant requests.
12. Timeline for annual grants is as follows.
 - a. Completed application must be received by email or postmarked by April 30th.
 - b. Decisions will be finalized no later than the second Thursday in June. All applicants will be notified of the status of their request primarily by email.
 - c. Funds will be distributed at a regular meeting of the Quincy Noon Kiwanis in June or July.
 - d. This timeline is subject to change due to fundraising efforts. Should a change be necessary, it will be posted on our club website www.kiwanisofquincy.org
13. Questions regarding the grant process should be directed to quincynoonkiwanis@gmail.com