

How to Apply for a Charitable Grant

Funding Policy

Our commitment to advance health and well-being of all includes the support of community-based organizations and initiatives, led by a funding committee of leaders from across the Health System. The grants should be used for at least one of the six focus areas:

- Creation and support of affordable housing
- Early childhood education, counseling, and health and wellness
- Food insecurity and to provide food as part of community events
- Improving community health
- Job training and skills management
- Supporting the arts and cultural vitality

We can't accept a proposal from any group other than a charitable organization qualified as tax-exempt under Section 501(c)(3) of the IRS Code. The following are examples of kinds of proposals which will not be accepted:

- Funding for political campaigns or parties
- Solicitations received from groups that discriminate on the basis of age, race, gender, sexual orientation, gender identity, religion, or national origin
- Requests that would benefit a specific individual person or persons

Procedures

Each request for funding support shall be submitted and processed according to the following procedures:

1. An application to apply for Building Healthy Community grants shall be made through the electronic form below.
2. Grant applications will be reviewed twice a year in the fall and spring. To qualify for consideration during a particular calendar year, grant applications must be received no later than Nov. 1 for fall consideration and May 1 for spring consideration.
3. An applicant may expect to receive a decision on a grant application up to 60 days following the deadline.

The following items are requested to be included with an application:

- A letter from the Internal Revenue Service indicating Section 501 (c)(3) tax exempt status.
- A copy of your organization's current W9, dated within the last 12 months prior to the request.
- Current income tax return for the most recent fiscal year preceding the applicable grant application.
- A current copy (within the current 12 months preceding) financial statement including balance sheet and statement of income and expenses.

- If your organization was awarded grant funding from Duke Health last year and you are requesting funding again this year, please attach an itemized list of how your organization utilized last year's grant.
- An annual report.

Successful applicants will be required to complete and file written reports of the funded project within 30 days of completion of that project, or by the end of the fiscal year, no later than June 30.

For additional information, contact Darla Wohlfarth at 919-684-5435 or darla.wohlfarth@duke.edu.