

## COASTAL COMMUNITY BANK GRANT REQUEST GUIDELINES

The Coastal Community Bank (Coastal) Community Impact Grant Program is a vital component of the company's community outreach efforts that will provide financial grant awards in the amount of \$1,000 to \$10,000, to support **community-based non-profit (501(c)(3)) organizations** addressing a variety of essential needs consistent with the definition of Community Development in the Community Reinvestment Act (CRA), including:

- Affordable housing (specifically- multifamily rental housing) for low- or moderate-income individuals
- Community supportive services targeted to low- or moderate-income individuals
- Revitalization or stabilization, essential community facilities, essential community infrastructure, and disaster preparedness and weather resiliency in Native Land Areas
- Activities that promote economic development by financing businesses or that meet the size eligibility standards of 13 CFR 121.802 (a)(2) or have gross annual revenues of \$1 million or less
- Activities that revitalize or stabilize low- or moderate-income geographies
- Financial education

Coastal is particularly interested in supporting projects and organizations whose primary purpose is to improve and revitalize low- and moderate-income areas or to assist low- and moderate-income persons and families to be better able to take part in the financial opportunities available in their community. The areas of involvement include but are not limited to:

- Affordable housing
- Financial planning/education
- Job training and preparedness/workforce development
- Neighborhood revitalization
- Health and social services
- Youth programs

## Coastal will not consider grants for:

- Individuals
- Organizations that discriminate, including but not limited to, on the basis of race, gender, gender identity, sexual orientation, ethnic origin, country of origin, citizenship, veteran, or disability status
- Religious organizations, unless they are engaged in programs that are non-sectarian, benefit a broad base of the community, and have a separate 501(c)(3) designation
- Political action committees, candidates, causes, and lobbying
- Labor, alumni, or fraternal groups
- Recreation, athletic, or sports teams, programs, or leagues
- For-profit entities, including start-up small businesses
- Grants specifically for travel, including student trips or tours

## **Request guidelines:**

- Must be a 501(c)(3) non-profit operating as a tax-exempt, charitable organization consistent with the above programmatic community support efforts
- Demonstrate fiscal and administrative stability
- Deliver services addressing critical community needs
- Complete the Impact Grant Application:
  - o organization name
  - mailing and physical address
  - o telephone number
  - o tax identification number
  - website URL
  - o contact person, telephone number and email for grant administration
  - Provide a brief history of the purpose, size, and history of the organization description of project or program in which grant will be used
  - Amount requested
  - Total project budget
  - o Provide a brief description of the project for which you are requesting funds
  - Project start and completion dates

## The following attachments are required in addition to the above requests:

Note: This is a "new process" for the bank so even if you have received funding in the past, this information is still required for your first request under the new grant application process for collection of regulatory compliance documentation.

- IRS 501(c)(3) certification letter
- IRS Form W-9
- IRS Form 990
- most recent audited financial statements
- most recent annual report narrative
- list of current Board of Directors and Officers

Submitted grant requests will be reviewed and distributed based on the bank's grant allocation cycle.

- The annual grant application submission cycle runs January 1 March 31
- April-June (review applications received between Jan-March)

Submit information packet to the Community Impact department via email or mail:

Attn: Community Impact Evergreen Administrative Office PO Box 12220 Everett, WA 98206

Community@coastalbank.com