



## Deadlines

Due to demand and budgetary considerations, requests received in one award cycle may be pushed to a later award cycle. If you don't hear from us by the end of the expected month, feel free to send an email to [Community@CoreBank.com](mailto:Community@CoreBank.com). Thank you in advance for your patience and understanding!

If a request is received by 5:00pm on:

We will communicate decision via email by:

March 1<sup>st</sup>  
June 1<sup>st</sup>  
September 1<sup>st</sup>  
December 1<sup>st</sup>

March 31<sup>st</sup>  
June 30<sup>th</sup>  
September 30<sup>th</sup>  
December 31<sup>st</sup>

Generally, nonprofit organizations may submit only one application per calendar year.

## Reporting

Besides a payment receipt email, Core Bank does not currently require formal reporting for Community Award recipients. We encourage nonprofit organizations to include program successes in their applications so we can see the long-term effectiveness of your program when you submit future award applications.

## Nondiscrimination policy

Nonprofit organizations seeking financial support from the bank are asked to verify their programs and services are offered without discrimination on the basis of race, religion, gender, sexual orientation, gender identity, national origin, age, disability, medical condition, veteran status, marital status, or any other characteristic protected by federal, state, or local law, regulation, or ordinance. Your application submission validates your adherence to this policy.

## Contact

If you have additional questions about our Community Awards program after reviewing this information, please contact us at [Community@CoreBank.com](mailto:Community@CoreBank.com) or visit [www.CoreBank.com/Community](http://www.CoreBank.com/Community).

# Impact Areas

- **Bright Futures**

We support programs whose goals are to create and provide opportunities for early childhood and K-12 youth to help them get the most out of their education, as well as promote their well-being to help children from all backgrounds reach their full potential.

- **Resilient Families**

Strong and resilient families are central to our community's well-being. We support programs and non-profits who focus on helping families find a work life balance, rebuild in the wake of disasters, and who focus on families' economic welfare.

- **Community & Economic Development**

We are only as strong as our community. Core Bank supports programs, non-profits, events, activities and initiatives that contribute to our communities and their economic development.

## Eligibility

While we wish we could fund more organizations doing great work, this program supports direct-service programs that align closely with our Impact Areas.

Core Bank will:

- Accept applications only from qualified, tax-exempt, 501(c) nonprofit organizations.
- Accept applications from nonprofits serving counties where Core Bank maintains a presence
- Only fund programs that serve a majority low-to-moderate income (LMI) population
- Prioritize nonprofit organizations that engage current Core Bank employees in a volunteer capacity
- Prioritize programs benefitting under-resourced communities

We are unlikely to:

- Award to the same nonprofit organization more than two consecutive years, regardless of history or partnership
- Approve requests for more than 50% of the program budget
- Award programs within the first or second year of program operations
- Make awards directly or indirectly to government entities, including municipalities, school districts, and universities/colleges

We will not support Community Award applications for:

- Individual schools
- Animal adoptions/care/training
- Sports/athletics/recreation
- Political campaigns, lobbying, political organizations, or organizations with political ties
- Religious activities or organizations that include religion in programs
- Multi-year commitments
- Generating operating support
- Capital requests, including new or upgraded buildings
- Capital/fundraising campaigns
- Event sponsorships
- Association membership fees
- Endowment funds or re-granting programs
- Debt retirement or deficit funding
- Organizations or causes that are not within the communities that Core Bank serves
- Activities providing Core Bank with any tangible benefits in exchange for the award

## Application Fields

This section will help you understand what we're looking for in an application and is for informational purposes only; your formal application must be submitted online.

### Organization Information

We fund nonprofit organizations that are closely aligned with Core Bank's priority Impact Areas, are addressing an identified need in your community, have a track record of success, and have a plan for sustainability for future success. We will ask you for the following information on your application:

- Website
- Mission Statement
  - While you may also have a vision, values, and other directional guidance, please provide only the organization's core mission statement.
- Organization Budget
  - If the request is on behalf of a local chapter of a national organization, include only the local chapter's budget.
- Organization Documentation
  - Use the most current version of the IRS form. If applying through a fiscal sponsor, provide the sponsor's W-9 plus your IRS Determination Letter, if applicable.

## Request

- Program Title
  - Name a specific program that is already up and running at your organization.
  - If this is the first or second year of running the program, we recommend you wait another year before submitting your application, so you can demonstrate the quality, success, and sustainability of the program.
- Program Description

This is the most important part of the application. Be sure to include responses to the following:

  - What does your program do? Provide the reviewer a strong overview of the program in general and how it fits one of Core Bank's Impact Areas.
  - Why is your program needed in your community?
  - How do you accomplish it?
  - Is this a new or ongoing program? If ongoing, what year did it begin?
  - What will Core Bank funds pay for? Be specific with dollar breakdowns.
  - Who do you serve? There will be an opportunity later to elaborate on the income and diversity demographics of your clients.
  - Is the program designed from a "best or proven practice?" If so, list the source of the research that backs up this claim.
- Evaluation and Measurement
  - How do you evaluate the program to know that it is successful?
  - Tell us the methods through which you collect program evidence, including any best/proven practices used, as well as the results of your most recent evaluation.

When possible, use measures of success via outcomes rather than simply the number participating.

Example: "We served 50 students in our program in fiscal year 2019-2020. Approximately 73% of those students increased their average test score by a minimum of 5 points."
- Program Timeframe
  - Is there a "season" for providing your services?

Example: "Our financial education courses for students coincide with the traditional academic year, beginning in September and ending in June."
- Program Area Served
  - Provide the address of your headquarters location plus up to four physical addresses and corresponding counties served by this program.

For example, if your office is in Omaha, NE or Overland Park, KS, but the program equally benefits counties outside the metropolitan areas, provide three physical addresses, one in each county, and list the Percentage of Program at 34%, 33%, and 33% respectively.

## Demographics

- Number of Program Participants/Clients
  - Include units like families, homes, students, businesses, etc.
- LMI Percentage
  - We only review applications from organizations where 51% or more of the clients served are low-to moderate-income (LMI).
  - Select the range that corresponds to the percentage of your clients that are low-to-moderate income.
- LMI Qualifier
  - Choose which type of information you use to determine the status of the clients served by this program.
- Other LMI Details
  - Provide other information that will help the reviewer understand how you know that the majority of the clients who benefit from this program are LMI.
- Diversity, Equity, and Inclusion (DEI) Details
  - Provide other information that will help the reviewer understand the diversity of your program and any efforts to be inclusive and equitable.
  - If your program has already identified areas of DEI growth, you could provide it here.
- Leadership Representation
  - We want to know how representative your organization's leadership is—executive staff and board of directors—compared to the LMI and under-resourced communities you serve.

## Finances

- Request Amount
  - You may request up to \$5,000. We encourage applicants to request an amount that is appropriate given the average award size of this program and the percent of the request compared to the program budget. It is possible we would approve an award application at a different amount than requested.
- Program Budget
  - What is the total annual budget for this program?
- Other Funding Sources
  - Please include the date and source of any secured and pending funding.

## Volunteer Engagement

At Core Bank, we love to see employee participation in the programs we fund and have made this a priority in our review process.

- Past or present Core Bank volunteers
  - Do **NOT** include any details about your banking relationship with Core Bank or individual donors.
- Other Volunteer Support Details

- Provide any other details regarding volunteer support that will help us understand opportunities to engage with your program.
- If your program is unlikely to benefit from volunteers, or if you have already attempted to recruit Core Bank employees without success, please provide details.

## Frequently Asked Questions

Q: I missed the application deadline! Is there any way for my application to be reviewed during the current cycle?

A: Late applications will be considered for review in the next cycle.

Q: My nonprofit organization's last application was declined. When am I eligible to submit another award application?

A: Generally, the next calendar year. However, please be sure to strengthen the request before submitting a new application.

Q: What can I do to submit a more competitive application?

A: The Community Impact Award program is competitive. We recommend you provide comprehensive answers to the application questions and explain exactly what kind of impact your program is having in our community. We also prioritize programs that have Core Bank employee engagement.

Q: Does Core Bank offer sponsorships?

A: Event/conference sponsorships may be initiated by some business lines throughout Core Bank, but there is no public channel to request a sponsorship.