



*Community Inspired. Community Focused.*

## Grant Application Guidelines

*Last Updated: March 2017*

Founded in 2004, The Millers Foundation directly impacts communities by helping people help themselves and those around them through the enthusiastic and meaningful involvement of the Miller family and employees of Miller Oil Company.

The foundation awards grants annually. The deadline for all applications is June 15th and applicants will be notified in September of the board's decision to approve or deny funding.

The following guidelines are for those looking for financial support.

### **Those Eligible for Funding:**

- 501c(3) organizations
- Individuals sponsored by a 501c(3) organization

### **The strongest candidates have the following characteristics:**

- Are headquartered in, and service the Hampton Roads, Virginia region.
- Seek funding for a specific project with a finite timeframe.
- Seek funding between \$1,000 and \$7,500.
- Demonstrate that they have the administrative and financial capacity to achieve and assess the stated goals of the proposal.

### **The Millers Foundation will not consider requests for:**

- Organizations that discriminate on the basis of race, color, religion, sex, age, national origin, sexual orientation, veteran or disability statuses in the delivery of services and in their employment practices.
- Political organizations or lobbying activity
- Multi-year pledges. Organizations are welcome to reapply annually for ongoing projects, however, we will only grant funding for one year at a time.
- Sectarian or religious oriented activities
- Debt retirement programs
- Debt that has been incurred including mortgages, lines of credit, etc.
- Overhead costs, operating budgets or staff salaries
- Deficit financing
- Endowments

### **Recommendations:**

- The Millers Foundation is guided by an active Board of Directors. It is helpful to have a site visit or meeting with a representative prior to application.
- The Board of Directors prefers to review files electronically whenever possible. Some Board members participate from other geographic locations and need materials available online.

Please note: funding decisions are at the sole discretion of Millers Foundation Board of Directors.