

**THE DEGEN FOUNDATION
PO BOX 10366
FORT SMITH, AR 72917**

GUIDANCE FOR APPLICANTS

1. All grant applications must be filed on the Foundation's standard form and directly with The Degen Foundation, not with members of the Board of Directors. In fact, lobbying individual Directors may result in the application's rejection.
2. No application will be considered from a non-profit organization unless the non-profit organization is currently recognized by the Internal Revenue Service as a tax-exempt, non-profit organization in accordance with the provisions of the Tax Reform Act of 1969.
3. In keeping with its mission and with the intent of the Board, all grant funds must be used exclusively within the defined service area (as defined by the attached map) and exclusively for healthcare or healthcare educational purposes.
4. Approval of a portion of a grant request does not obligate the Foundation to further support that project.
5. Grants are approved only by specific resolution of the Foundation Board and are effective only after a standard Grant Agreement has been executed and delivered to the Foundation by the Applicant and subsequently accepted by the Foundation by the Executive Director. Grants which are not funded within six (6) months of the execution of the Grant Agreement by the Foundation shall be automatically rescinded, and a vote of the Foundation's Board of Directors shall not be required.
6. The Foundation does not favor grants to federal, state, or municipal governments and will make such grants only on a three-fourths vote of its Board.
7. To conserve its resources and to maximize its support, the Foundation does not grant funds to pay for completed projects, to pay existing debts or deficit funding, to pay for political expenditures or lobbying activities.
8. Grants for endowments are not viewed favorably and require a three-fourths vote of the Board of Directors.
9. All funds distributed by the Foundation must be used for the project designated in the application and the grant agreement, and any funds not used for the designated project must be returned to the Foundation. Further, all funds not used for the specific project within 12 months following the funding of the project must be returned to the Foundation unless waived by the Board prior to the 12 month period.

10. All grant applications will be considered semi-annually at the Board of Directors meetings in June and December of each year. To be considered in June, an application must be received by March 31st. To be considered in December an application must be received by September 30th.
 - a. The Foundation may at any time make such grants as it deems appropriate by a three-fourths vote of its Board.
 - b. Applications requesting consideration out of the regular time sequence (June and December) may be considered by the Grants Committee or by the Board. If the Grants Committee or Board declines to act, the application will be processed in the regular manner.
 - c. A grant for emergency relief from an act of God, or similar unforeseen event, may be approved for charity institutions in the defined service area. Emergency relief grants shall be only for emergency food, shelter, clothing, and medical treatment.