



Northeast Agricultural Education Foundation, Inc. Background and Application Guidelines

In 1966 Agway Inc., a farmer-owned co-operative, formed a small foundation, the Agway Foundation, to benefit agriculture and the public good. The Foundation was organized as a trust and funded by contributions from Agway Inc. In September 2003, the Agway Foundation, Inc. was formed pursuant to Section 402 of the New York Not-for-Profit Corporation Law. The Foundation was formed as a successor organization to the original trust. In May 2009 the organization was renamed the Northeast Agricultural Education Foundation, Inc. (the “Foundation”). It will function as a private foundation to promote the development of agricultural leadership and a better understanding of agriculture and agricultural-related activities within the Northeastern United States.

The Foundation will provide financial support to organizations which are recognized as qualifying under Section 501(c)(3) of the Internal Revenue Code, accept any gifts, contributions, grants and donations which are deemed appropriate by the Foundation’s Board of Directors, and conduct any and all lawful activities which may be necessary or useful.

The primary goal of the Foundation is to support education and leadership training organizations dedicated to serving the interests of farmers and rural communities in the Northeast. The Foundation anticipates making about 25 – 30 grants each year generally ranging from \$1,000 to \$10,000 per grant.

The Foundation will only make grants to Internal Revenue Code Section 501(c)(3) nonprofit organizations whose activities and programs meet the Foundation’s philanthropic priority areas.

Subject to the additional restrictions imposed on private foundations under the Internal Revenue Service, Foundation funds will not be used to support: individuals, political, religious or labor organizations; memberships in professional societies or trade associations; or the general operating funds of health care facilities.

No grants are made to individuals or for-profit organizations and no loans are made. The Foundation does not fund recurring operating costs unless it is for the programmatic start-up. The Foundation will allow for grant funds to be used for indirect costs associated with sponsored projects up to 10% of the total grant amount.

Contributions will be focused geographically primarily in the northeastern United States. Programs or projects are expected to be primarily statewide or larger activities.

The Foundation will support organizations whose activities either promote agricultural leadership development, help foster a better understanding of agriculture and/or our food production system, or improve the quality of life for farmers. Of particular interest to the Foundation are those organizations that: 1) provide agricultural leadership training; 2) provide education about agriculture; 3) educate citizens, especially youth, about how food is produced and processed; or 4) promote farm safety awareness, especially those which educate and train farmers and their families.



Northeast Agricultural Education Foundation, Inc. Application Requirements

Beginning in 2017, grant applications will be considered once each year at the Foundation's annual meeting held in June or July. The submission deadline for grant requests to be considered in the annual cycle is May 1. Every effort is made to notify applicants as soon as a decision is reached. Applicants to the Foundation should include the following materials in their submission:

- Enclosed Summary Sheet
- A letter, no longer than two pages, describing the organization, the proposed program or activity, the funding amount requested and an evaluation methodology.
- The most recent audited annual financial report.
- A current operating budget summary, including fund-raising goals and a current donor list.
- A detailed budget summary for the proposed project or program, indicating what portion would be funded by the grant request.
- The current Board of Directors roster, including their affiliations.
- A copy of the Section 501C(3) letter from the IRS.
- A statement of affiliation with the United Way or other federated fund-raising campaigns.
- Additional information about the organization and/or project.

Additional guidelines for repeat requests:

- Information regarding previous grant:
 - When expended
 - Purpose
 - Results vs. Expectations
 - Update on organization's successes and challenges

Where to Send Proposals:

Craig Buckhout, Administrator
Northeast Agricultural Education Foundation, Inc.
220 South Warren Street, 9th Floor
Syracuse, NY 13202
info@northeastagriculture.org



Northeast Agricultural Education Foundation, Inc.
Request for Grant Summary Sheet
(Must accompany grant request for consideration)

Organization Name	_____
Address	_____
City/State/Zip	_____
Contact	_____
Phone	_____ FAX _____
Email	_____

BRIEF Description of Organization/Purpose/Program:

Amount Requested _____

The following are enclosed:

	YES	NO
• Section 501C(3) Letter from IRS	___	___
• Most Recent Audited Financial Report	___	___
• Current Operating Budget Summary	___	___
• Budget Summary for Proposed Project	___	___
• Detail of Indirect Costs included in Request	___	___
• Other Sources/Amounts of Funding for Project	___	___
• Current Board Listing	___	___
• Donor Listing	___	___

(All documents should be submitted in an unbound format)

Submission deadline for grants to be considered in the annual cycle is May 1st.

Date Submitted _____