



Donation Guidelines

Each request is reviewed individually and donations are granted on a case by case basis. To be considered, application forms must be complete, legible, and submitted to the Jaycees of the Quad Cities Vice President of Community Development prior to the event. The Jaycees of the Quad Cities limits donations to groups/organizations that are formally recognized as a not-for-profit/charitable organization by the State of Iowa/Illinois and/or hold a 501(c)3 designation with the IRS.

The Jaycees of the Quad Cities does not donate to events that have taken place prior to the funding request. The board meets the first Tuesday of each month and reviews requests that have been received by the first of the month.

Generally these requests range from \$200-\$1,000. The board sets aside \$4,000 annually for these requests. Larger donation requests, should see our [Impact Projects Guidelines](#).

Our Focus:

The Jaycees of the Quad Cities has set forth guidelines for community donations in an attempt to concentrate on areas of need within our Greater Quad City community. Donation requests should fall within the following areas of interest:

- Children and Families in Need or at Risk
- Literacy
- Poverty and Hunger
- Environment
- Education/School events
- Violence/Community Safety
- Individuals with Disabilities
- Community Development

The Jaycees of the Quad Cities will consider requests outside of these areas when they meet needs within our community. The Jaycees of the Quad Cities Board of Directors has total discretion when considering any request for funding and is under no obligation to provide any basis or reason for denial of any funding request.

CHARITABLE CONTRIBUTIONS GUIDELINES

It is our experience that all requests are for a good cause, however, The Jaycees of the Quad Cities generally does not contribute to:

- Individuals/groups/organizations that do not reside within the greater Quad Cities area.
- Groups/organizations that are not formally recognized as a not-for-profit/charitable organization by the State of Iowa/Illinois and/or hold a 501(c)3 designation with the IRS.
- Benefits/fundraiser events for individuals.
- Organizations of primarily religious or political focus.
- Private business.
- Business / agency /organizational employee events (i.e., Christmas parties, company/employee picnics, Prom).
- Sponsorships of sporting teams.
- Political Fundraising
- Ongoing operating expenses
- Salaries, benefits or administrative costs of start-up programming
- Operating costs or recurring services

Donation Requests Process and Timeline

The process by which donations are granted requires the following:

1. The applicant/s download and fill out a Donation Request Form.
2. Once completed, please email the Donation Request Form to info@jayceesqc.org or mail to Jaycees of the Quad Cities, PO Box 3505, Davenport, IA 52809.
3. The Donation Request form will be reviewed in the order in which they are received, by the Board of Directors at the next available Board Meeting.
4. Applicant/s will be notified by phone and or email with the result of the funding request and donation amount, if any.

The process can take an average of 45 days or more. If your project needs funding by a specific date we recommend that you be sure and get your Donation Request submitted a minimum of 60 days in advance.

The Board of Directors meets monthly and Donation Requests are reviewed at this time. Multiple requests from the same organization or for the same event in the same calendar year will be considered at the discretion of the Board. If an organization is denied funding due to lack of information and resubmits with additional information requested their request will be considered as a non-duplicate request.