



Mackinac Island

community foundation

Support Us Now (SUN) Fund

Revised: 3/3/2025

PURPOSE

SUN stands for "Support Us Now" and is intended to improve and enrich the quality of life for residents of Mackinac Island. The purpose is twofold—to fill an unexpected or emergency need that occurs between the Foundation's regular grant cycles each year, and/or to consider requests totaling **\$5,000.00 or less**, based on the availability of funds.

APPLICATION DEADLINE

ROLLING DEADLINE
APPLICATIONS ARE ACCEPTED THROUGHOUT THE YEAR

The simple application is available throughout the year at micf.org. Applicants must first discuss their proposal with a MICF staff member.

ELIGIBLE APPLICANTS:

- 501(c)(3) tax-exempt nonprofit organizations
- All units of government
- All educational institutions (preschool through college)
- Organizations described above that serve Mackinac Island residents
- Organizations that do not discriminate in hiring of staff or the provision of services
- Eligible organizations must be current with follow up reports for all previous grant awards from MICF and be in good standing with the IRS.

WHAT KINDS OF PROJECTS OR PROGRAMS DOES SUN FUND?

The SUN Fund aims to be a broad and flexible option for smaller projects, \$5,000 or less, that fall outside of the set grant cycles. Requests with any of the following qualities are typically strongest:

- demonstrates collaboration,
- addresses new needs or tries new approaches for existing needs,
- encourages people to help themselves,
- focuses on preventing problems,
- avoids duplication of services, and/or
- builds capacity of an organization.

WHAT KINDS OF GRANTS ARE GENERALLY NOT FUNDED?

The Community Foundation's grant cycles generally **do not** fund annual fundraising campaigns, political campaigns, deficit spending, sectarian projects, or services normally supported by tax dollars.

WHEN WILL GRANT FUNDING DECISIONS BE ANNOUNCED?

MICF staff will generally notify grant applicants within a two-week period from the time the application is submitted.

HOW MUCH CASH CONTRIBUTION IS NECESSARY?

The expectation is that nonprofit partners will contribute or find another source of funding to contribute toward the project or program, so that the MICF is not the sole funder.

WHAT KIND OF FOLLOW UP REPORTING IS REQUIRED?

The grant period is six months. A simple follow up report is available through the online grant portal to share about the successes of the program or project as well as the lessons learned. Providing photos is encouraged. Funded organizations will receive a reminder from smcgreevy@micf.org two weeks before the follow up report is due. If the program or project is delayed or cannot be completed within the time period, the organization's representative should call the Community Foundation.

ARE THERE ANY OTHER REQUIREMENTS?

The governing board is responsible for appropriate use of funds and project implementation. Applicants must be current with follow up reports for all previous grants to apply.

- Proposals from faith-based organizations must address community needs and
- Have a clearly demonstrated public benefit
- Be fully accessible to all persons regardless of religious beliefs and lifestyle choices
- May NOT require anything in return for services provided. Examples: attending services or prayer groups and/or volunteering, etc.

HOW TO APPLY FOR A SUN FUND GRANT

1. Go to <https://micf.org/grants/>
2. Click the Apply button in the banner or scroll down past the Download Grant Application Manual button, and click the Apply for a Grant button. The Apply for a Grant link will direct you to the Akoya GOApply2 Grant Application Portal.
3. If this is your first time applying, you will need to register a new account as an Organization.
4. Once you are registered and/or log in, you will be directed to the In Progress page. To begin a new Grant Application, click on the Opportunities tab in the teal menu bar.
5. Find the SUN Fund Grant Application in Opportunities.
6. Click View to begin your application. You can save and resume your work at any time. When you are finished, be sure to click Submit.
7. On the landing page after you submit, there will be a link to download your PDF. **Please do this now to ensure you have a copy to review when completing your evaluation.**
8. Once you submit your application, you will receive immediate confirmation via email. You may be contacted with further clarification question regarding your application and/or eligibility.

IF FUNDED:

The Community Foundation will share news of the grant decisions **within two weeks** of you submitting the application. This will allow time for a decision to be made and for the proper approval for funding. The grantee organization will receive notification detailing the funding decision.

Grant check requests will be submitted by grants staff and mailed out on the next check run date. Checks are cut every two weeks. Funds must be utilized in the manner described in the application within six (6) months of the date of the grant award. Any unused grant dollars will be returned to the Fund.

A simple follow up report is required following your project completion. Follow ups should be completed sooner if the project is completed sooner.