

Town of Kiawah Community Outreach Policy

The Town of Kiawah Island is very proud of the level of philanthropic work it does for the community. Given available resources, the Town supports a variety of charitable and educational organizations on Johns Island and in the greater Tri-County area. In addition, the Town supports cultural and philanthropic organizations in the greater Charleston area. The Town will allocate up to 30%, or an amount not to exceed \$200,000, from the change in the fund balance of the General Fund as of June 30 each year. The allocated amount will become available after the adoption of the budget effective July 1st.

Charitable Donations

For annual budgeting purposes, a policy regarding charitable donations and grants is summarized as follows. Charitable donations, of more than \$1000 will be limited, to non-profit organizations that have been recognized as tax exempt of the Internal Revenue Code. Preference will be given to organizations located in the geographic region of Charleston County whose services and programs seek to benefit, directly or indirectly, the Kiawah Island, Johns Island and Wadmalaw Island communities.

Application Process

Charitable donation requests must be made in writing on your organization's letterhead and sent to the Town of Kiawah Island, Attn: Town Administrator. Supporting documentation, using the attached "Charitable Giving Application" is required for all requests. The Town will review applications on an annual basis in January. All interested applicants are encouraged to apply. All reviews will be conducted by the Ways and Means Committee. The committee will recommend funding requests to Town Council for final review and approval. The requesting organization will be notified in writing of the Council's decision.

Grants

The Town of Kiawah Island will consider grants to cultural and philanthropic organizations. To qualify, the organization must be a charitable organization as defined by the IRS. They shall provide services that are accessible to the public; benefit or enhance the community, and demonstrate financial stability.

Application Process

The Town will consider grant requests in the form of a written request on the organization's letterhead addressed to the Town Administrator outlining the need, justification and benefit to the greater Charleston community. In addition, organizations will be required to complete the attached "Charitable Giving Application" for all requests. All supplemental information to support the request should also be provided and shall include the most recently audited financial statements, annual report or documentation related to the specific request. The Town will review applications on an annual basis in January. All interested applicants are encouraged to apply. All reviews will be conducted by the Ways and Means Committee. The committee will recommend funding requests to Town Council for final review and approval. The requesting organization will be notified in writing of the Council's decision. Grant recipients will be notified in writing.

Payment Terms

All payments will be made directly to the requesting organizations in the form of a check. Payments will not be sent to third parties or individuals.