



**POLICIES AND STANDING RULES**  
**of the**  
**YOUNGER WOMAN'S CLUB CHARITIES GROUP**

1. Grant consideration will be *given* only to those organizations that can demonstrate that they *have* been granted tax-exempt status from the Internal Revenue Service.
2. Grant monies must be spent to aid people of the greater Louisville area. No grant monies may be sent to a national organization.
3. Grants will not be awarded for the purpose of research.
4. Grants will not be awarded for custodial expenses, such as on-going maintenance or janitorial expenses.
5. Grants will not be awarded for expenses incurred before the final allocation date.
6. Grants will not be maintained automatically year after year.
7. All grant applicants must submit a properly completed Grant Application, including all documentation required thereby to the Younger Woman's Club Charities Group by the required date in order to be considered for a grant. Organizations turning in incomplete or late Grant Applications will not be considered.
8. A screening committee comprised of the Chairman, the Co-Chairman and members of the Younger Woman's Club Charities Group designated by the Chairman (the "Screening Committee") will review completed grant application and applicants' adherence to such Policies and Standing Rules to determine which organizations will receive a visit from a member of the Younger Woman's Club Charities Group and be considered for a grant.
9. Those organizations considered for a grant will be contacted by a member of the Younger Woman's Club Charities Group to arrange for an interview.
10. Grants monies must be spent by December 1 of the following year. In such cases when a grant or any portion thereof is not spent for the designated purpose by December 1, it is to be immediately returned to the Younger Woman's Club Charities Group. Any exceptions must be submitted in writing and be pre-approved by majority vote of the Screening Committee.
11. Written paid receipts verifying that grant monies have been spent in full and as authorized (or other proof of expenditure in a form acceptable to the Younger Woman's Club of Louisville in its sole discretion) must be sent to the Younger Woman's Club Charities Group by December 1 of the following year. Organizations with outstanding proof of authorized expenditure of prior grant monies will not be considered for a grant. We retain the right to request additional information or proof of qualifying expenditure.
12. The Younger Woman's Club Charities Group requests that when possible an appropriate but inexpensive plaque be placed on items purchased with grant monies recognizing the Younger Woman's Club of Louisville or such other recognition as may be appropriate.