

# CLYDE F. SCHLUETER FOUNDATION

## GRANT GUIDELINES AND PROCEDURES



*A donor advised fund administered within the*

Clyde F. Schlueter Foundation, Inc. was incorporated on October 10, 1977 with Mr. Schlueter serving as its first president. In its nearly 30-year history, the foundation awarded over \$1 million in grants to more than 100 different organizations.

Assets of the Schlueter Foundation were transferred to the Community Foundation of North Central Wisconsin on August 11, 2016 and a donor advised fund was established in its name. The Schlueter advisory board continues to meet two times per year to review applications in June and September and recommend grants for worthy projects and programs through the Community Foundation.

### STATEMENT OF PURPOSE

The stated purpose of the original foundation was to promote growth in character and service of young men and women in the greater Wausau area through physical, social, intellectual, and mental training. The foundation also supported the study of civic projects, projects in the health field that would benefit patients, and educational projects of broad interest involving the University of Wisconsin. Mr. Schlueter specifically listed, as an example, the following organizations: YMCA, YWCA, Scouts, Wausau Hospitals, and the University of Wisconsin Foundation.

### CLYDE F. SCHLUETER ADVISORY BOARD

The Clyde F. Schlueter Advisory Board currently includes: Tom Mack, President; Harry Colcord, Byll Hess, Jim Van Eyck, and Bob Weirauch.

## APPLICATION PROCESS

### ELIGIBILITY

The Clyde F. Schlueter Foundation Fund continues to honor the original intent of Mr. Schlueter's generosity. The advisory board generally makes recommendations for grants to nonprofit organizations for projects that:

- Serve the greater Wausau area
- Promote growth in character and service of area youth through physical, social, intellectual, and mental training
- Provide for civic improvements

Adhering to the original foundation's intent, the following will generally not be funded from the Clyde F. Schlueter Foundation Fund:

- School-related athletic programs and projects
- Endowment funds
- Operating expenses or debt retirement
- Projects and programs that are more appropriately funded with public funds or tax revenues

## APPLICATION DEADLINES

Applications must be submitted electronically by midnight on the first business day of **May** and **August**.

## GRANT AWARD AMOUNTS

Generally, grants range between \$1,000 to \$10,000 with some exceptions. Capital campaigns may be considered at a larger amount to be paid over several years.

## APPLICATION PROCEDURES

Requests must be submitted electronically by midnight on the first business day of May and August for consideration in that grant cycle.

The application is available on the Community Foundation's grant management portal:  
<https://www.grantinterface.com/Common/LogOn.aspx?urlkey=cfoncw>.

If this is your first visit to the online application site, you will need to "Create A New Account." If you have registered before, you will enter your email address and password.

Once you are in the system, you will click on the "Apply" button on the left hand column. When you see the menu of application processes, you will choose the "**Clyde F. Schlueter Foundation**" application. Save the document occasionally on the bottom of the page. Click the "Submit Application" button when you have completed the application.

## NOTIFICATION

You will receive notification that your application has been received once you have submitted it. At that point, the proposal will be forwarded to the Schlueter Advisory Board for review. Applicants will be notified regarding action taken on requests within 60 days of the application due date.

## QUESTIONS AND CONCERNS

Questions or requests for further information can be directed to Sue Nelson ([sue@cfoncw.org](mailto:sue@cfoncw.org) or 715.845.9555) at the Community Foundation office.

The **CLYDE F. SCHLUETER FOUNDATION FUND** is a donor advised fund of the



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