

Employees Community Fund

Apply for a Grant: Houston

Introduction

The Employees Community Fund (ECF) of Houston is part of an international network of Boeing employee-owned and operated nonprofit charitable foundations that funds primarily health & human services organizations. Agencies must have been in operation and maintained a 501(c)(3) nonprofit status (as defined and approved by the Internal Revenue Service) for the past three consecutive years. In addition, the organization's services must be open to all members of the community, regardless of sex, race, religion, ability to pay, or other background.

Organizations should scale grant request amounts to project needs while taking into account pending or committed funding from other sources.

Geographical Restrictions

Agencies must be located near and serve Houston and surrounding community in order to be considered for funding.

Timeline

Proposals are accepted year-round. Decisions are generally made within one hundred and twenty days of proposal receipt. Requesting organizations will be notified if additional information is needed, if a site visit is required, and when a final decision is reached.

Restrictions

The ECF of Houston does not fund:

- Political organizations and political action committees
- Labor unions
- Organizations that serve international interest
- Organizations that have excessive administrative costs (typically greater than 20%)
- Fraternal, sectarian, social, auxiliaries or similar groups
- Religious organizations, churches, and cemeteries
- Educational institutions except those dedicated solely to the physically/mentally challenged
- Environmental and beautification
- Recreational activities like sport organizations and service club activities
- Tax-supported endeavors, except joint government and private enterprise projects
- Private foundations
- Endowments and individual sponsorships
- Medical research and experiments
- Employee expenses, death charges and contributions (exception: rare instances related to disaster relief efforts)
- Animal shelters and related organizations
- Individual sponsorships, trips and tours, etc. for the purpose of fund raising activities and promotions
- Vehicles and related expenses not used solely for client services
- Arts and cultural organizations

- The payment of finder's fees

Instructions for Applying for ECF Funding

Agencies must apply using Boeing's [online grant application](#). Hardcopy applications will not be accepted. An invitation code is not required for the ECF of Houston.

If requesting agencies are referred to ECF by a Boeing employee or other agency associated with Boeing, this information must be included in the grant application.

Each ECF grant application must be completed in its entirety by an authorized employee or board member of the organization.

Grant funds must be expended for the stated purposes and at the stated location as described in the completed ECF grant application.

Organizations applying for an ECF grant must agree to permit on-site visits by authorized representatives of ECF at a mutually agreeable time. A site visit is required for agencies that are first time requestors and agencies that have not been visited by ECF representatives within the past three years.

Organizations that operate multiple chapters or affiliates under the same 501(c)(3) nonprofit letter in the Houston area should submit a single application with a detailed breakdown of how funding will be assigned to each chapter. Affiliates that file an IRS 990 under their own tax identification number can submit a separate application for funding as long as they have operated under that tax identification number for the past three consecutive years. Local chapters of national organizations will also be asked to provide local operating budget. Grant funds may not be shared with or sent to an organization's national headquarters or branch offices.

Any complimentary items or considerations are not to be offered or provided to any persons or organizations associated with sponsoring an ECF grant application. Complimentary items resulting from an approved ECF grant must be submitted directly to the Houston ECF focal.

Agencies are not allowed to submit more than one application per 12 month period.

Contact Information

For additional information, contact the ECF Houston Facilitator via e-mail at ECFHouston@boeing.com. You may expect a reply within 72 hours.