2024 ECF Grantmaking Guidelines

Oklahoma City Chapter

The Employees Community Fund of Boeing Oklahoma City (ECF) is a charitable giving program that is wholly employee owned and managed. The ECF through the awarding of financial grants builds better communities and makes a positive impact in the Oklahoma City metropolitan area where our employees live and work.

ECF makes grants to local 501-(c)(3) Health and Human Services non-profits, such as food banks, shelters, transitional housing, mental health services, low-income medical clinics, youth programs and so much more.

The Oklahoma City Chapter of the ECF is managed by a Chapter Grantmaking Committee (CGC), made up of Boeing employees who serve a two-year term while still continuing to work their full time Boeing positions. The CGC looks for the "direct client benefit" of each grant to ensure that our employees' contributions directly help those in need.

The ECF of Boeing Oklahoma City should not be confused with The Boeing Company. These are two separate funding entities with different funding guidelines and strategies.

ECF focus areas

Grants will be considered for 501-(c)(3) Health and Human Services agencies in the greater Oklahoma City metro area.

ECF funding criteria

The Oklahoma Chapter of the ECF provides grants up to $10,000 supporting health and human services nonprofit programs and may choose to fund partial grants.

The Oklahoma Chapter of the ECF uses CharityNavigator definitions of health and human services programs to assist in determining eligibility. Health and human services programs may include, but are not limited to:
• Children & Families Services: child care, adoption, foster care, family counseling, parenting education and other child welfare services.
• Youth Development, Shelter & Crisis Services: group homes, shelters, camps and youth ranches, recreation services and other programs that develop and nurture youth.
• Food Banks & Food Distribution: hunger relief programs.

• Multipurpose Human Service Organizations: organizations that promote volunteerism and provide a broad range of services, including YMCAs, YWCAs, Salvation Army, and Red Cross.
• Homeless Services: assistance to homeless individuals and families.
• Social Services: programs addressing the needs of the disadvantaged, underemployed, the elderly and disabled.
• Diseases, Disorders and Disciplines: programs that provide direct services for patients of particular diseases and disorders and their families.
• Treatment & Prevention Services: programs providing direct medical services and educating the public on ways to prevent diseases and reduce health risks.

If you are wondering whether your program meets our health and human services eligibility criteria, please contact okcecf@boeing.com.

ECF does not fund

The ECF does not fund political organizations or programs, fraternal or religious groups, private foundations, trips or tours, endowments, medical research, recreational events, agency advertising and publicity, tax supported institutions; individuals, environmental, arts, cultural, or civic organizations; agency operating expenses, (e.g. staff salaries not related to a specific program, utilities, administrative supplies for normal operation) except through United Way, or the replacement of moneys already spent.

How to be considered for a grant

Organizations will be required to submit a grant application via the STAR system within the timeline specified below.

Organization eligibility

• Only organizations that are in good financial standing and have had an Internal Revenue Service designation as a nonprofit 501(c)(3) public charity (or similar designation under the relevant law for international organizations) for at least two years will be eligible to apply for a grant.

• Certain types of organizations will be ineligible to apply for grants including: (1) organizations that denigrate or advocate discrimination or violence toward any racial, ethnic or cultural group; (2) political organizations; and (3) fraternal, sectarian, social, religious, or similar organizations.

• Grant recipients will comply with all applicable laws and regulations of the United States and, where necessary, the nation of registry and/or operations, including, but not limited to, the U.S. Foreign Corrupt Practices Act, the USA Patriot Act, and the U.K. Bribery Act.

• The agency's services must be open to all regardless of age, gender, race, religion, sexual orientation, national origin, and presence of disability, ability to pay or other background. Prioritizing agency services and targeting therapeutic programs to specific populations will not

disqualify an agency from consideration. Furthermore, the agency must not discriminate against its staff or volunteers based on age, gender, race, religion, sexual orientation or identity, national origin, and presence of disability, or other background.

2024 ECF Grantmaking Guidelines

All applicants will be required to complete an electronic application that includes a grant proposal and a written agreement setting forth the terms of the grant. The application requires disclosure of the mission statement, the governing board members and their affiliations, the top five highest paid staff members, a breakdown of funding sources, a detailed description of the project for which funding is sought and the community needs that the project will address, the expected outcomes of the project, and the number of people who will benefit from the project.

Documentation required with application

- Organization's operating budget
- IRS 990 and/or audited financial statements
- Project budget
- IRS determination letter

ECF grant application access

- Please follow these instructions if you have previously applied for an ECF or Boeing grant:
    a. Go to Boeing's grant application website (https://boeing.smartsimple.com/s_Login.jsp).
    b. Enter your password or select Forgot Password.
    c. Enter your organization email address in order to get a link sent to that email with instructions to update your password.
    d. Create an updated password and then log in.
    e. Complete your organization's profile. (Some information might have carried over from a previous application.)
    f. Initiate and complete the ECF application online.
- If you have never applied for an ECF or Boeing grant, please contact okcecf@boeing.com to request access to the system.

Chapter contact information

Email: okcecf@boeing.com

Timeline

Applications Open	Application Deadline	Awards Announced
6/17/2024	7/31/2024	10/31/2024