

APPLYING FOR A NEXTEER STEERING THE FUTURE FUND GRANT:

THE PURPOSE:

Nexteer Automotive is a worldwide leader in developing innovative automotive steering and driveline products. Nexteer Automotive fosters a **High-Performance Culture** – one that stresses a ***Sense of Urgency, Strong Relationships, Robust Dialogue*** and ***Clarity of Purpose***. Using these four values and their associated competencies, the global team is committed to living the High-Performance Culture in everything it does; that includes its support of the communities it serves and the communities its employees live, work & play.

Through the **Nexteer Steering the Future Fund**, Nexteer Automotive offers financial support for non-profit charitable 501(c) 3 organizations. The Nexteer Steering the Future Fund, **administered by the Saginaw Community Foundation**, is overseen by a committee of Nexteer employees who review all applications and make grant determinations based on the merits of each application and the amount of funding requested. The decisions of the committee are final.

THE CRITERIA:

- Applicant **must** be a non-profit charitable 501(c)3 organization.
- Applicant **must** have a Nexteer Project Sponsor named in support of the application. The Sponsor can be someone working for Nexteer Automotive in a permanent or contract capacity.
- The Nexteer Steering the Future Fund provides \$2,500 quarterly in the Saginaw Community. Grants vary between \$500-\$2,500.
- The applicant **must** demonstrate in the application that the request for funding meets **one or more of the following**:
 - ☐ Improves international relations or promotes international commerce
 - ☐ Promotes entrepreneurship and innovation in business
 - ☐ Creates workplaces, communities & economies with greater diversity – in ethnicity, national origin, gender, skill sets and thought
 - ☐ Improves communication skills in home, school, workplace, civic and global settings
 - ☐ Trains the next generation of industry leaders by improving business, math, engineering and technology education
 - ☐ Fosters innovation in technology and transportation
 - ☐ Improves the economies and quality of life in the communities of Nexteer's facilities and customers
 - ☐ Creates a cleaner, safer environment for future generations
- The Nexteer Steering the Future Fund **will not provide funding** for the following: operating budgets, previously incurred debt, basic municipal and educational services, sectarian religious programs, and/or sports team sponsorships.

APPLICATION PROCEDURE:

First, **contact the Saginaw Community Foundation** office at (989) 755-0545 to inform staff you are interested in applying Nexteer Steering the Future Fund grant. At that time, they will perform a preliminary screening over the phone to ensure the organization and project fit the eligibility requirements. Once eligibility is established, a grant **proposal number** will be issued and an editable **Nexteer Steering the Future Fund Grant Application** will be emailed. Completed applications must include the signature of an authorized representative of the non-profit applicant.

The Nexteer Steering the Future Fund meets quarterly to review applications. Application due dates are **March 1st, June 1st, September 1st & December 1st**. Completed applications can be **submitted to the Saginaw Community Foundation** one of the following ways:

- **Email** to Kendra@SaginawFoundation.org at the Saginaw Community Foundation no later than 11:59 pm on the application due date (preferred method);
- **Mail** to the Saginaw Community Foundation at 1 Tuscola, Suite 100B, Saginaw, MI 48607. Note: Mail must be postmarked no later than the application due date or it will not be considered for review until the next review cycle; or
- **Fax** to the Saginaw Community Foundation at (989) 755-6524 no later than 11:59 pm on the application due date (least preferred).

Once received, Foundation staff will review the application, contact you if elements are missing, and then relay the information to the Nexteer Steering the Future Fund committee. All disbursements come from the Saginaw Community Foundation. Notification regarding application outcome occurs within approximately 4 weeks of the due date.

FINAL REPORT:

All organizations receiving funds from the Nexteer Steering the Future Fund must file a **post-project report** demonstrating the results of the project within six months of project completion. When possible, pictures demonstrating project results are requested. Failure to file a post-project report can result in the funds being rescinded.

NEXTEER STEERING THE FUTURE FUND GRANT APPLICATION

HOW TO APPLY:

- Review information on page 1 for criteria.
- Contact SCF to discuss proposal, obtain a grant proposal number, and receive an editable grant application.
- Nexteer Steering the Future Fund grant applications are due quarterly:
March 1, June 1, September 1, December 1.
- Submit completed application electronically to Kendra@saginawfoundation.org (preferred method), by US Mail postmarked by the due date, OR by fax at (989) 755-6524.

COMPLETED APPLICATIONS SHOULD INCLUDE:

- 1) This completed & signed grant Nexteer Steering the Future Fund grant application
- 2) Any additional documentation substantiating project expenses (quotes, bids, etc.)
- 3) If appropriate, any additional attachments you feel would help clarify your program/project (letters of support -no more than 3, news articles, etc.)

Assigned SCF Grant Proposal Number: _____

Nexteer Project Sponsor (Employee name & title): _____

Legal name of organization applying: _____

(This should be the same name as the one on the IRS tax determination letter)

Your organization's common name (if different than above): _____

Organization's Chief Executive Officer (name & title): _____

Address: _____

Phone: _____

Email: _____

Website: _____

Facebook Page (if applicable): _____

Contact person for this application (name & title): _____

Address: _____

Phone: _____

Email: _____

- Has your governing board approved a policy which states your organization will not discriminate as to age, race, religion, sex, handicap or national origin? ☐ No ☐ Yes (date approved by board: _____)

- Has your governing board formally approved this project and authorized you to submit this application for funding? ☐ No ☐ Yes (date approved by board: _____)

APPLICATION AUTHORIZATION:

Organization Representative -

Name & Title (Printed): _____

Signature: _____

Date: _____

PROGRAM/PROJECT INFORMATION

Your Organization's common name: _____

Program/Project title: _____

Amount requested: _____ Total project cost: _____

Project start date: _____ Project end date: _____

Geographic area served by this project (neighborhood/township/city/county): _____

1a. Estimated # of direct recipients this project will serve: _____

1b. Who are the direct recipients? _____

Explain. (No more than one sentence): _____

2a. Estimated # of indirect recipients this project will serve: _____

2b. Who are the indirect recipients? _____

Explain. (No more than one sentence): _____

Executive Summary

Provide a brief program/project overview answering the following:

What is the project; why is it necessary; who is coordinating the efforts; where is the project located; who will the project impact; and what impact will the project have on the community (no more than a paragraph in length).

Answer here (limit to 500 words):

BUDGET INFORMATION

- In the tables below, itemize any pending or confirmed sources of revenue & estimated expenses relating to this request. Add additional lines if necessary.
- Total revenue *must* equal total expense to show how you plan on funding the project.*
- Answer the *Budget Questions* on the following page regarding funding and sustainability.
- Attach any additional financial information substantiating the project expenses (quotes, bids, etc.) if applicable.

REVENUES FOR PROGRAM/PROJECT:

FUNDING SOURCE	AMOUNT	STATUS: CONFIRMED OR PENDING	
Requested Amount from Nexteer Steering the Future Fund	\$	<input type="checkbox"/> Confirmed	<input checked="" type="checkbox"/> Pending
Organizational Funds Committed	\$	<input type="checkbox"/> Confirmed	<input type="checkbox"/> Pending
	\$	<input type="checkbox"/> Confirmed	<input type="checkbox"/> Pending
	\$	<input type="checkbox"/> Confirmed	<input type="checkbox"/> Pending
	\$	<input type="checkbox"/> Confirmed	<input type="checkbox"/> Pending
	\$	<input type="checkbox"/> Confirmed	<input type="checkbox"/> Pending
	\$	<input type="checkbox"/> Confirmed	<input type="checkbox"/> Pending
	\$	<input type="checkbox"/> Confirmed	<input type="checkbox"/> Pending
	\$	<input type="checkbox"/> Confirmed	<input type="checkbox"/> Pending
	\$	<input type="checkbox"/> Confirmed	<input type="checkbox"/> Pending
TOTAL PROGRAM/PROJECT REVENUE*:	\$		

EXPENSES FOR PROGRAM/PROJECT:

ITEM (MATERIALS, SUPPLIES, EQUIPMENT, ETC.)	ESTIMATED COSTS
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL PROGRAM/PROJECT EXPENSE*:	\$

BUDGET QUESTIONS

How will funding from the Nexteer Steering the Future Fund be used?

Explain specific items and/or areas of the program/project funding would support.

Limit to 120 words.

Answer here:

How would this program/project be impacted if awarded *partial grant funding* from the Nexteer Steering the Future Fund? How would this program/project be impacted if not awarded *any* funding for this request?

Limit to 120 words.

Answer here:

Describe the amount and source of any internal funds dedicated to this project.

Have you secured or do you plan on securing additional funds to support this program/project? Who have you contacted or plan on contacting?

Limit to 120 words.

Answer here:

EVALUATION CRITERIA FOR THE NEXTEER STEERING THE FUTURE FUND

Please describe in the space below how the project will meet one or more of the following criteria:

1. Improves international relations or promotes international commerce
2. Promotes entrepreneurship and innovation in business
3. Creates workplaces, communities and economies with greater diversity – in ethnicity, national origin, gender, skill sets and thought
4. Improves communication skills in home, school, workplace, civic and global settings
5. Trains the next generation of industry leaders by improving business, math, engineering and technology education
6. Fosters innovation in technology and transportation
7. Improves the economies and quality of life in the communities of Nexteer's facilities and customers
8. Creates a cleaner, safer environment for future generations

Answer here (limit to 500 words):

Please describe in the space below how the project promotes one or more of Nexteer Automotive's corporate values or principles to the surrounding community:

Values:

- *a sense of urgency that creates a high-energy, accountable workplace*
- *robust dialogue that is candid, constructive and challenging*
- *strong relationships with customers, employees and stakeholders*
- *clarity of purpose that empowers employees to make good, timely decisions*

Principles:

- *promoting diversity that provides a more creative and educational work environment*
- *a company-wide focus on zero-defect quality*
- *protecting the health and safety of employees, visitors and contractors*
- *environmental stewardship*

Answer here (limit to 500 words):

POST-PROGRAM REPORT FOR NEXTEER STEERING THE FUTURE FUND

A Post-Program Report is to be **submitted within sixty (60) days** of program/project completion. Please mail this completed Post-Program Report along with any additional supporting information to the following address:
Nexteer External Affairs – Steering the Future Fund, 3900 Holland Road, Saginaw, MI 48601

Organization's common name: _____

Address: _____

Contact person for this grant (name & title): _____

Phone: _____ **Email:** _____

Title of funded Program/Project: _____

Grant award date (month/year) : _____ **Grant amount:** _____

Program/Project Start date: _____ **End date:** _____

Please use the space below to summarize the results of your project. You may use additional sheets and provide supporting documentation as necessary. Please include specific information about how the project met the evaluation criteria for the grant. If possible, also include post project pictures.

Answer here: