

**Elsie H. Wilcox Foundation**  
**Bank of Hawaii, Trustee**

**Grant Application Information – General Operating**

**Policy**

General Operating grants are usually provided to organizations that have an established relationship with the Foundation, and normally must be a Kauai organization or serving the people of Kauai.

Although the Distribution Committee gives priority to needs from qualified tax exempt 501 (c)(3) charitable organizations on the Island of Kauai, assistance is given to qualified organizations throughout Hawaii whose programs benefit a sizable number of people. The trust document provides the flexibility to permit use of income to meet changing requirements or needs.

The Foundation receives many more requests for assistance than its funds permit supporting. However, all qualified applications are considered, and each is acted upon according to its current and projected relative merit, provided it is in keeping with the Deed of Trust. The Foundation does not give to endowments, reserve purposes, deficit financing, out of state travel, or make grants to individuals.

**General Information**

- **Board of Directors**

In order to be successful in accomplishing its purposes, a charitable organization generally must have community and business support, rather than relying solely on foundations or government funding.

For this reason the Distribution Committee pays particular attention to how active members of an organization's Board of Directors carry out their responsibilities to the organization.

In the interest of public causes, Elsie H. Wilcox Foundation prefers all directors make an annual financial contribution, at some level, to support the organization; in addition to participating in fundraising activities.

Directors are also required to attend Board meetings, volunteer work when needed, and make significant efforts to gain community and business support.

- **Other Factors**

Some other factors considered in reviewing a proposal are:

- the community's need for continuance of the organization's existence in relation to other similar organizations
- reasonableness organization's operating budget
- ability of the organization to obtain funding and sustain for the organization

## **Foundation Deadline**

- **Requests - Must be submitted by 11:59 PM on September 1.**

*Applicants will be notified in writing of the action taken on their requests. The recipient of a grant will be required to submit a narrative report, specific to the Foundation's Reporting Guidelines, on what has been accomplished as a result of the grant, and a fiscal accounting of the grant expenditures.*

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## **Contact Information for the Elsie H. Wilcox Foundation (Toll-free from Neighbor Islands: 1-800-272-7262)**

Claire Tarumoto, AVP & Grants Administrator

Email: [Claire.Tarumoto@boh.com](mailto:Claire.Tarumoto@boh.com)

Phone: (808) 694-4945