

Grants from the Hamilton Community Foundation (HCF) are made possible by generous donors who have contributed to the unrestricted funds of the Hamilton Community Foundation since 1951. Public recognition of the grant, and thereby all donors to the Foundation, is very important to encourage future contributions to this permanent community resource.

### Foundation Responsibilities

HCF publicizes its grants through media relations and stories in our publications and web site. We encourage non-profit agencies to share with us photos of your grant projects so that we might help showcase your good work. HCF can help publicize your grant and your activities as follows:

- Highlight interesting grant stories through the HCF web site, newsletter and annual report.
- Send a representative to grant-related events, at your request (not required).
- Provide acknowledgement language and Foundation logos for your use as needed.

### Grant Recipient Responsibilities

We appreciate acknowledgement of our grant in whatever ways are within your organization's communications capabilities. We also encourage you to send us press releases or copies of publications or media coverage that mention your grant. Please email photos to Debbie Mast at [dmast@hamiltonfoundation.org](mailto:dmast@hamiltonfoundation.org). We encourage you to use our logo, with the written acknowledgement, where suitable.

### **NEW** - Social Media

We are utilizing Facebook for sharing the news and impact of our grantmaking. As a recipient, within 30 days please send a 250-300 word document and photo to share the story of the grant we have funded and the impact it will have on your organization. Email to Katie Braswell at [kbraswell@hamiltonfoundation.org](mailto:kbraswell@hamiltonfoundation.org)

### Acknowledging Your Grant

Please use the following language to acknowledge your HCF grant:

*This project was funded (or funded in part) by a grant from the unrestricted funds of the Hamilton Community Foundation, made possible by generous donors since 1951.*

Please always refer to the Foundation as the "Hamilton Community Foundation." You may use "HCF" on second reference.

### Foundation Description

If you need a description of the Foundation, please use the following:

*The Hamilton Community Foundation is a public charity committed to improving the quality of life for the greater Hamilton, Ohio community and its residents. Founded in 1951 with one \$5,000 fund, the Foundation now manages \$85 million in charitable assets and holds more than 700 charitable funds.*

### Contact Information

If you have any questions about publicizing your grant, please contact Katie Braswell at [kbraswell@hamiltonfoundation.org](mailto:kbraswell@hamiltonfoundation.org).