



COMMUNITY
FOUNDATION

2019 GRANTMAKING GUIDELINES

The Community Foundation is a public charity organized as a collection of permanent endowments. The income from these endowed funds is awarded through a grant application process to provide charitable funding to nonprofits classified by the IRS as 501(c)(3) organizations and other eligible entities (such as municipalities, schools and faith-based organizations), ***for projects that predominantly benefit residents of Clinton, Eaton and Ingham Counties, Michigan.***

Only one grant application per category will be accepted. A nonprofit may qualify for more than one grant category per year. However, because funding is limited, nonprofits should be thoughtful before submitting applications for multiple categories.

Types of Available Grants

1) Impact grants - \$10,000 - 75,000

PLEASE NOTE: Impact grantees are not eligible for funding in consecutive years. All Impact Grants must fulfill or leverage a 1:1 cash match. To apply for Impact funding, projects must meet at least one of the following Impact Criteria:

- **Significantly increase the long-term impact of an organization or program, not to provide cash assistance for ongoing operations.** *Operating expenses are defined as routine expenses in an organization's operating budget, including expenses related to existing, ongoing programming, occupancy, administration, etc. Our committee will not provide grants that simply fill a gap in a nonprofit's operating budget.* For example: Impact grants will not be made to purchase food for a pantry, but our committee may consider purchasing refrigeration and storage equipment that would allow a food pantry to stock fresh meat, dairy and produce in order to provide healthier options for recipients.
- **Significantly increase the organization's ability to reach underserved populations, not to simply serve more people.** For example: Impact grants will not be made to support additional people utilizing an existing program, but our committee may fund some costs of starting a satellite program to serve people in a different area of town. **To qualify, the need for expanded services must be substantiated along with a detailed sustainability plan for long-term increased services.**
- **Enable two or more nonprofits to work collaboratively to create transformative and sustainable community change.** For example, two organizations serving the same constituents may implement a new or expanded program together that would otherwise be impossible without collaboration.
- **Regarding Capital Campaigns:** The Community Foundation will consider leadership gifts at the beginning of capital campaigns in order to leverage other giving. Please contact us for information.

2) Capacity Building Grants

NOTE: 2019 capacity-building grants are available only to capacity building partners who were funded in 2017 and/or 2018. These grants are made to support capacity building efforts that increase a nonprofit's sustainability and effectiveness by **strengthening management systems and governance**. The Community Foundation can assist grantees with referrals to pre-approved consultants and educational opportunities.

Projects that may be eligible for Capacity Building grants include:

- Fund development education and planning
- Diversification of revenue streams
- Board training and development, staff training and development
- Additional staffing to strengthen management systems (must provide a detailed plan for financial sustainability of new staffing)
- Organizational assessment and evaluation of overall effectiveness
- Organizational restructuring and mergers
- Strategic planning (must include substantial attention to capacity building)
- Strategic marketing plans (not marketing materials)
- Strategic IT system improvements (not general IT upgrades and maintenance that should be included in the organization's operating budget)

NOTE: Eligible organizations must have at least one paid staff and an annual operating budget of at least \$100,000 to qualify for a Capacity Building Grant.

Special consideration will be given to grant applicants that invest some of their own funds (or funds from an alternate source) toward capacity building costs.

Here is the list of pre-approved consultants for capacity-building assistance.

- Non-Profit Network (5 consultants)
- John Cauley
- Erin Skene-Pratt
- MNA Tech
- Cathy Adcock, Accounting

3) Mini-Grants - \$2,500-5,000

The Community Foundation recognizes that many small, young organizations need financial help to stabilize and grow. Mini-Grants are designed to provide this type of support. Funds are made available for Mini-Grants through our Donor Advised Funds. A summary of Mini-Grant requests will be provided to these fund holders for their consideration. Eligibility:

- Mini-Grants can be requested for ongoing programming and/or capacity building
- Meeting Impact Criteria is recommended but not required (see Impact Grant criteria)
- **Annual organizational budget cannot exceed \$350,000**

4) Youth Action Committee (YAC) Grants - \$500-5,000

The Community Foundation's Youth Action Committee is made up of approximately twenty high school students from around the tri-county area. This committee meets monthly to participate in service projects and explore ways to make their community a better place. Annually, the YAC makes grants from the Foundation's Youth Fund, focusing on issues that are helpful for youth 12-18 years of age. **Based on a needs assessment survey, the 2019 YAC will give priority to programs/projects that address the issues of teen mental health, college preparedness, youth homelessness and drug use prevention**

Grant Application Process

Detailed information and applications can be found at www.ourcommunity.org/grants

- **Impact Grants:** Preliminary Impact Grant Application period is December 1, 2018 - February 1, 2019. A volunteer grant committee reviews the preliminary applications. Those which meet our criteria will be invited to submit a full grant application for funding consideration.
- **Capacity-Building Grants:** *For 2019 the Foundation will only be accepting Capacity Building grants from current partners who were funded in 2017 and/or 2018.* Preliminary Capacity Grant Application period is December 1, 2018 - February 1, 2019. A volunteer grant committee reviews the preliminary applications. Those which meet our criteria will be invited to submit a full grant application for funding consideration.
- **Mini-Grants and Youth Fund (YAC) Grants:** Application period is December 1, 2018 - February 1, 2019.

What our Community Foundation generally will not fund

At this time, the following areas will **not** be considered for funding through the grant application process:

- Sectarian or religious programs
- Individuals
- International organizations
- Endowment funds
- Annual meetings
- Routine operating expenses, ie: existing programming and administration – *with the exception of Mini-Grants which are available for this type of expense.*
- Existing obligations, debts or expenses incurred before the committee reviews grant proposal

Regarding colleges, universities and schools

For Impact Grants, our Community Foundation will not support routine operating expenses, projects and activities, or equipment which are within the primary instructional and service responsibilities of a college, university or school, or which benefit only the college, university or school faculty, staff and students. Applications for funding of projects and activities sponsored or provided by colleges, universities and schools must: 1) demonstrate benefit to the broader community, beyond the academic institution, and 2) include letters of support from community organizations with their applications.

Inclusion/Non-discrimination Statement

The Capital Region Community Foundation values projects and agencies that promote inclusiveness and that do not discriminate in hiring staff or providing services on the basis of race, gender, religion, marital status, sexual orientation, age, national origin or disability.

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