



GRANTMAKING GUIDELINES 2020

What is the Community Foundation? The Community Foundation is a public charity organized as a collection of permanent endowments. The income from these endowed funds is awarded 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.

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.*

What our Community Foundation generally will not fund

The Community Foundation is **unable** to fund the following through the grant application process: Individuals, international organizations, sectarian or religious programs, endowment funds, existing obligations, debts or expenses incurred before the grant approval date.

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.

The four Community Foundation competitive grant categories

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

A nonprofit organization may qualify for more than one grant category per year. However, organizations should be thoughtful before submitting applications for multiple categories. Only one grant application per category will be accepted from each organization. Applications will be reviewed and awards will be selected by a volunteer committee.

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

CRITERIA:

- A. Impact grantees are not eligible for funding in consecutive years.
- B. All Impact Grants must fulfill or leverage a 1:1 cash match.
- C. 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 purchase food for a pantry, but our committee may consider purchasing equipment that would help a food pantry stock healthier options.*
- **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 choose to 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.

IMPACT GRANT TIMELINE: The preliminary application period is December 1, 2019 – February 3, 2020. A volunteer grant committee reviews the preliminary applications and decides which ones will be invited to submit a full grant application. Full applications are due April 20, 2020, for funding consideration by committee in early June, with notification of grantees in mid- June 2020. Funds will be available once the 1:1 match is secured, and must be requested within one year of grant approval date.

2) Capacity Building Grants – up to \$40,000

Capacity Building grants help an organization increase its sustainability and effectiveness by strengthening management systems and governance structures. This is a two-step selection process. We strongly encourage you to contact us for a phone consultation before you apply. Contact Cindy Hales, Director of Community Investment, 517-664-9851.

- 1) The first step in an application. The application seeks to identify the specific problem(s) you need to solve in your organization. We are looking for a clear understanding of the capacity issue(s) that create challenges within the management systems or governance structure of your organization.
- 2) Step two involves meeting with Community Foundation staff to co-design a detailed plan of action to address your capacity issue.

CRITERIA:

- Designed for capacity building efforts that increase a nonprofit's sustainability and effectiveness by strengthening management systems and governance.
- Eligible organizations must have at least one paid staff and an annual operating budget of at least \$100,000.
- Applicants must agree to work in partnership with Community Foundation staff to create a plan of action.

Examples of Capacity Building issues include:

- Board development
- Fundraising planning
- Governance structures
- Executive Leadership development
- Long-range planning
- Staff training and development
- Succession planning

The Community Foundation works with a network of consultants to provide capacity building support. The following have been previously vetted; however, new consultants are periodically added to the list.

- Non-Profit Network
- Michigan Nonprofit Association Tech Services
- John Cauley - Cauley Coaching and Consulting
- Erin Skene-Pratt - Momentum Associates
- Cathy Adcock - Adcock CFO Solutions
- Carol Pence - Pence Consulting
- Rebecca Bahar-Cook - Capitol Fundraising Associates

CAPACITY GRANT TIMELINE

- December 1, 2019: The grant application will be available on our eGrant system
- February 3, 2020: Grant application deadline
- February: Applications are vetted by the Capacity Building Committee
- March and April: Community Foundation capacity-building team collaborates with applicants to co-create a plan of action.

3) Mini-Grants – up to \$5,000

Mini Grants are perfect for smaller organizations that seek programming or project support. These opportunities are provided to donor advised fund holders for consideration. TIP: Donors tend to respond well if they understand exactly what they will be funding.

CRITERIA

- Organization's operating budget cannot exceed \$350,000.
- Mini-Grants can be requested for ongoing programming and/or capacity building.
- Mini Grants are best suited to programs or projects that are not time-sensitive. There is no guarantee that your proposal will be selected for full or partial funding, or that it will be funded within a certain time frame.

MINI-GRANT TIMELINE:

- **December 1, 2019:** The mini-grant application will be available on our eGrant system
- **February 3, 2020:** Mini-grant application deadline
- **February, April and October 2020:** A color brochure with a brief but compelling description of all mini-grant requests will be mailed to the Community Foundation's donor advised fund holders for their consideration. Since there is no guarantee that mini grant requests will be funded, or within a certain timeframe, mini-grants are best suited to programs that are not time-sensitive.

4) Youth Grants – up to \$5,000

The Youth Action Committee (YAC) is a group of teens who oversee the Youth Fund. YAC members conduct a Youth Survey in their local community to identify issues that affect teens. Local nonprofit organizations that address the issues identified in the survey will be personally invited to apply for a Youth Grant. **The Capital Region has three YAC branches: Charlotte, St. Johns and Greater Lansing.**

CRITERIA:

Organizations eligible for Youth Grants must serve youth and teens in Ingham, Eaton or Clinton counties, and must be one of the following:

- A public or non-profit private school, OR a registered student organization within the school
- A non-profit charitable organization with IRS 501(c)3 status
- A governmental entity that serves youth

The 2020 Youth Grants are by invitation only. To find out how you can obtain an invitation to apply, please contact us. The 2020 Youth Action Committee is especially interested in proposals that provide teens with skills to handle with the most pressing issues identified in the recent Youth Survey, which are:

- Teen Mental Health (Depression, anxiety, suicide, eating disorders, etc.)
- Abuse (substance, sexual, emotional, racism, sexism, bullying, etc.)
- Stress (academic, family, social, emotional, employment readiness, etc.)

YOUTH GRANT TIMELINE:

Youth Action Committee members invite agencies to apply between December 1, 2019 and February 1, 2020. Grant decisions are made during April 2020, with notification of grantees and availability of funds in May. Funds must be requested within one year of grant approval date.