



The Community Foundation
for South Central New York

Fall 2017 Community Fund Grant Proposal Guidelines

Inquiries: To make an inquiry to the Fall Cycle of the Community Fund, please go to www.donorswhocare.org and log-in or create an account at the link provided under our “Grant Seekers” tab. After successfully logging on, click the highlighted link “Fall 2017 Community Fund,” complete and submit the on-line “LOI”. If the inquiry is in-line with our Fall 2017 guidelines, you will be sent the link to complete the application. If not, Tina Barber, Program Officer will be in touch to discuss why you are not eligible to apply.

Application: The Community Foundation will be accepting applications (the Uniform Grant Application) on-line. Visit www.donorswhocare.org under the “Grant Seekers” tab for in-depth instructions and links to tutorial videos. Contact Tina Barber, Program Officer at tbarber@donorswhocare.org if you are unable to access information on-line or if you will need a paper application. Please do not submit a paper application unless you’ve been instructed to do so.

Inquiry and Submission Deadlines:

- **Inquiries must be made before Friday, August 25th, 2017**
- **Applications must be submitted by Friday, September 8th, 2017**

Note:

- An organization may submit only one proposal to the Community Fund during a calendar year.
- Organizations may not resubmit a proposal for a project previously funded or declined by the Community Foundation unless given permission to do so by Program Officer.

New for Fall 2017:

- **All inquiries must be made 2 weeks prior to the deadline.**
- **To support the need for their project, applicants are strongly encouraged to utilize and specifically reference information in the foundation’s regional need assessment which is located on our website: www.donorswhocare.org.**

Who May Qualify?

- Any 501(c)(3) where a grant will benefit significantly (but not necessarily exclusively) residents of the Foundation’s service area: ***Broome, Chenango, Delaware, Otsego and/or Tioga counties.***
- Certain local government agencies, municipalities and public school systems within the Foundation’s service area.
- Organizations requiring a 501(c)(3) as a fiscal sponsor *may* be eligible to apply.

Types of Support Available:

The areas of support for which qualified organizations may apply are listed below. The minimum award will be \$5,000 and the maximum award will remain \$15,000. A total of \$100,000 will be available under this option for the Spring Cycle. If your request is for \$5,000 or under, please utilize the Small Grants Program.

Program

- Programs that address a specific, demonstrated community need.

Capital

– Proposals for property purchase, equipment purchase, facilities improvement, and capital campaigns. A minimum of 2 estimates must accompany a capital request.

Operating Support

– Proposals from established organizations (minimum of 10 years) that are in financial distress due to a reduction in traditional funding sources for operations (e.g. individual contributions, event revenue, federal/state/local budget reductions). We will also consider requests for short-term assistance that will improve long-term sustainability.

Capacity Building

- Proposals that build organizational capacity and do not qualify for NYCON's (New York Council on Non-Profits) mini-grant program.

We Do Not Consider Requests For:

- Funding to reimburse an organization for costs that were incurred prior to the date the grant was awarded.
- Funding to pay existing mortgages
- Grants to individuals
- Funding for religious purposes
- Funding to organizations that have so many counterparts (e.g. scout troops, ambulance squads, volunteer or municipal fire departments, individual schools within a school district, individual school classrooms, PTAs) that it would be difficult to assess the relative merits of similar proposals.

As this is a new process, we will be happy to answer any questions you may have about submission procedures or the development of your on-line application. Please contact Tina Barber, Program Officer, at 607-772-6773 or via e-mail: tbarber@donorswhocare.org.