



COMPETITIVE GRANTMAKING GUIDELINES

The Community Foundation has two grantmaking cycles. During each cycle we accept applications in all five of our Priority Areas:

- Thriving Communities
- Equity and Inclusion
- Regional Cooperation
- Economic Opportunity for All
- Overcoming Persistent Poverty

Grants Timeline NOTE: These cycles have been suspended due to COVID-19. See COVID-19 grant deadlines at www.cfbham.org for details.

Cycle 1: Pre-Proposal Questionnaire opens November 2019 and is due January 10, 2020.

Brief Proposal opens January 17, 2020 and is due February 14, 2020

Cycle 2: Pre-Proposal Questionnaire opens May 2019 and is due July 10, 2020.

Brief Proposal opens July 17, 2020 and is due August 14, 2020

Process:

Applicants must submit a pre-proposal questionnaire through the Application Portal. Staff will review questionnaires and either request clarification or invite applicants to submit a Brief Proposal.

The Grant Review and Evaluation Committee reviews Brief Proposals and selected applicants are invited to move forward. Most applicants invited to move forward will submit a Full Proposal and participate in a site visit. Seed Grant Applicants (requesting under \$8,000) invited to move forward will participate in a site visit but are not required to submit a Full Proposal.

Applications must be submitted electronically on our grant website:

Application Portal: <http://www.grantinterface.com/Process/Apply?urlkey=cfgb>

General Log-In: <https://www.grantinterface.com/Home/Logon?urlkey=cfgb>

Grants Guidelines

Applicant Restrictions:

1. Applicants must be currently designated a 501(c)(3) non-profit organization by the IRS OR be a 501(c)(3) exempt religious institution OR be a government entity. Private non-operating foundations are not eligible. Applicants may use a fiscal sponsor only if there is a meaningful mission fit and an existing working relationship between the two organizations.
2. Applicants must serve Blount, Jefferson, Shelby, St. Clair or Walker counties in Alabama.
3. Large organizations with many branches or departments (e.g. colleges, universities, YMCA, public libraries) must submit requests from the president's office or the development office.

4. An applicant with a current open grant from the Community Foundation may apply but **MUST** be up-to-date on all reporting and should have a very compelling or timely reason for requesting a new grant.

Proposal Restrictions:

1. Grant Terms: Funds may be requested over a one, two, or three year period based on the scale and schedule of the proposal.

2. Grant Amounts:

- There is no maximum request amount, but in recent years awarded grants have ranged from \$5,000 to \$125,000 with an average amount of \$35,000.
- CFGB prefers requests that do not exceed 25% of the budget for the proposed project. Potential or secured support for the remaining 75% of the budget should be identified. That total cost and scale of the project should be reasonable, feasible, and sustainable in relation to the applicant's overall budget and activities.
- Organizations with documented revenue under \$25,000 may only request a Seed Grant of \$8,000 or less.
- Organizations requesting a grant of \$75,000 or greater **MUST** have an annual or semi-annual independent audit.

3. Resubmitted Proposals: If a proposal submitted to CFGB does not receive funding, it should not be resubmitted to CFGB unless there have been significant changes in either the organization or the proposal.

4. No grants are made to or for:

- Individuals
- Religious organizations for religious purposes
- National fundraising drives
- Sponsorship of fundraising events
- Political organizations or candidates for public office
- Scholarship or endowment funds
- Debt reduction
- Scholarship or campership programs
- Replacement of government funding cuts
- General operating support (defined as funding for currently-operating programming)
- Unspecified indirect costs (you may request a portion of funds to support program management, occupancy, etc. but they must be presented as specific line items rather than an indirect cost rate/percentage)

To review recent successful requests, visit our Recent Grants.

Questions?

Please direct any additional questions you may have about the CFGB competitive grantmaking process to Nicole Standridge, Program Officer at nstandridge@cfbham.org. For questions regarding collaboration and multiple submissions, contact Gus Heard-Hughes, Vice President, Programs at gheard-hughes@cfbham.org.