

Community Foundation of Greene County
FALL 2010 GRANT GUIDELINES – APPLICATION PROCESS

Eligible Applicants:

Eligible applicants must be nonprofit, charitable tax-exempt organizations recognized under Section 501[c][3] of the Internal Revenue Code, whose purposes and programs benefit Greene County residents. This includes, educational, government and church/church related organizations.

Proposal Deadline:

All grant applications must be **postmarked** on the due date for the specific grant period. Electronic and facsimile submissions will not be accepted.

Application Procedures: **All grant application packages must include:**

1) Cover Letter – Not to exceed one page. Include brief description of project and amount requested. Letter should be signed by CEO or other authorized signer.

2) Proposal Cover Sheet available at www.cfGPCA.org

3) Project Narrative: (Please be clear and concise.) Not to exceed **three** type-written pages, single-sided with 1-inch margins and font size of 11pt or larger.

Include the following elements:

INTRODUCTION: Provide a brief, concise description of your organization, its goals, purpose and significant accomplishments (no more than two paragraphs).

PROPOSAL: including:

a) Statement of problem and need for proposed project. Identify the problem to be addressed and the needs to be met by the project. What unique service(s) would the community be deprived of if you do not undertake this project? Provide supporting data, such as changes in community demographics, underserved or unmet needs in the community, new initiatives, etc.

b) Project goal(s). Describe the goal(s) and overall impact of the project or program. What do you plan to accomplish as a result of this project.

c) Project design and sustainability. Describe your program objectives, activities, strategies, staffing, partners, timelines and explain how the design will enable you to address the problem or need. How many will participate and/or benefit from this project. Identify the project as a new or continuing program. Specify your plans for continuing the project following the grant period.

d) Budget description. Describe how the grant funds will be used.)

e) Evaluation process (how will you determine/measure the success and impact of the project.)

4) Project Budget (see sample format at www.cfGPCA.org):

Include total project revenue and expenses; indicate how CFGC Funds will be used as part of this budget. Please list Expenses including materials, staffing, service delivery, etc.. Include a list of anticipated income or revenue (i.e., matching funds, collaboration, etc.). (This information is a critical component of the Application.)

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5) Attachments

If you have not applied for a grant in the past 3 years, AND there have been no changes in your organization's status, **one copy of each of** the following should be included with your application: (Please contact The Community Foundation of Greene County if you have any questions.)

- a. IRS Determination Letter, if applicable
- b. List of officers and directors
- c. Audited or reviewed financial statements OR most recent Form 990 or Form 990EZ
- e. Most recent annual report (if available)

You may include additional pertinent brochures, flyers or other attachments that directly relate to the proposed project, or describe the organization.

Application Package:

Do not use binders or individual folders, staples are fine. Pictures, flyers, CDs & DVDs that do not relate directly to the project are not encouraged.

Applicants should submit **one original and 7 copies** of the Proposal Cover Sheet, Project Narrative and Budget along with **1 copy** of attachments to:

CFGC
PO Box 768
Waynesburg, PA 15370

For more information contact the CFGC office at 724-627-2010, or email at cfgcpa@gmail.com
Website: www.cfgcpa.org/grants

Community Foundation of Greene County

CFGC FALL 2010 Grant Priorities & Deadlines

The Community Foundation of Greene County announces the following priorities for Fall 2010 Grant Round. All interested applicants should review CFGC's Application Guidelines on the previous page and CFGC General Grantmaking Guidelines (see <http://www.cfgcpa.org/aboutgrants.html>).

CFGC Fall (Round 2) Grant awards may range from \$1,000 to \$5,000. The Foundation may award more two or more grants. Grant applications for Discretionary grants Round 2 must be **postmarked no later than September 30**. Grants may be awarded from the Forever Greene Fund and the Francis Bradford Fund.

Grants Priorities (for information only – application does not need to specify priority)

Proposals for grants will be accepted in the following priorities. You do not need to declare a particular priority or grant fund:

1. **Arts, Culture & Humanities** – projects that encourage and demonstrate artistic creativity and appreciation and enjoyment of the arts and culture, including visual and performing arts, museums, arts education, and public media.
2. **Education** – projects to enhance the education experience for persons of any age; that encourage literacy; and promote lifelong learning skills.
3. **Environment & Animal Welfare** – projects to enhance the quality of life, to ensure biodiversity, to mitigate or investigate the impacts of pollution on the local region. Includes conservation, resource protection, energy/renewal resources, agricultural projects and animal welfare.
4. **Health & Fitness** – projects that define and address issues of local health and fitness concerns for Greene County residents. May include medical needs, vision, dental, nutrition, fitness, healthy lifestyles, etc.
5. **Human Needs** – projects whose objects or purposes are to give aid, comfort, support or assistance to children, aged persons or indigent adults, or urban affairs
6. **Public and Societal Benefit** – projects that promote community and economic development and/or community involvement
7. **Religious / Faith Based** – projects that promote interdenominational sharing and understanding and that emphasize the importance of spiritual growth and development

See Grant Guidelines – Application Process for specific application instructions.

For more information call 724-627-2010 or email cfgcpa@gmail.com