

# Cumberland Community Foundation

## 2010-2011 Grantmaking Priorities for Community Grants

### WHAT IS CUMBERLAND COMMUNITY FOUNDATION?

Cumberland Community Foundation is a nonprofit (501(c)(3)) charitable foundation established in 1980 by Dr. Lucile Hutaff with a gift of \$576,840. Today, Cumberland Community Foundation's assets exceed \$42 million in more than 400 grantmaking funds. Many of these grantmaking funds support specific charitable causes chosen by the donors who establish them; ranging from scholarships to designated charities to very specific charitable programs.

Dr. Hutaff's gift was a "**Community Fund**" – an unrestricted endowment that enables the Foundation's board to support the best opportunities and greatest priorities in our community each year. Fortunately, many other donors have followed Dr. Hutaff's example of unrestricted giving. **Community Funds** currently make up one-fifth of the assets of the Foundation.

**Community Grants** are awarded annually through a competitive process. Most grants are for single year programs, although multiyear grants may be considered. Please see *Community Grant Recipients* listed under *Grants and Nonprofit Services* on The Community Foundation's website ([www.cumberlandcf.org](http://www.cumberlandcf.org)) for a list of recent grants and award amounts.

### APPLYING FOR COMMUNITY GRANTS

Cumberland Community Foundation welcomes grant requests from nonprofit organizations that:

- are located in or provide services to Cumberland County; *and*
- are classified as nonprofit charitable organizations under section 501(c)(3) of the IRS code.

**School system:** Requests from Cumberland County Schools must come from the CCS's grants office and be approved and signed by the Superintendent. Any program that serves an individual school must be a pilot project that, if successful, would be duplicated in other similar schools in the system.

**Multi-department/branch grantees:** Large organizations with many branches or departments (e.g. colleges, universities, libraries) must submit requests from the office of the President/Chancellor.

**Multiple submissions:** Only one proposal may be submitted by an organization in a particular grant cycle.

**Grant amount:** Grant awards will vary in size and usually range from \$1,000 up to \$40,000 per year, and tend to average between \$15,000 - \$20,000.

**Multi-year grants:** The Foundation will consider multi-year investments based on the achievement of very specific, year-to-year outcomes.

**Capital Projects:** Grants to capital projects will require a fundraising match. The Foundation will match \$1 for every \$3 donated to the project. The Foundation will not consider requests for greater than 25% of the donations expected from local, non-government sources. The maximum request for a capital project is \$150,000 over 3 years.

## DEADLINES

The *Letter of Intent & Data Form* must be received by **August 2 at 5:00 p.m.** The Grants Committee will consider all eligible requests and determine what organizations/projects will be invited to submit a *Grant Application*. For organizations invited to apply the *Grant Application* must be received by **October 1 at 5:00 p.m.**

- We do not accept applications by e-mail. They should be mailed or hand delivered.
- Incomplete applications will not be considered.
- Late applications will not be considered.
- Applications with bindings or clips or staples will not be considered.

## INTEREST AREAS AND PRIORITIES

The Foundation has defined the following six as **Interest Areas** (presented in alphabetical order) and desired **Outcomes** are suggested (as examples). Note: Cumberland Community Foundation remains open to proposals that identify emerging needs, even where needs assessment indicators have not yet been identified.

1. Arts, Culture, & Recreation -- *Increase the usage of arts programs.*
2. Civic Engagement -- *Build social capital and civic activity. (A relationship or network of people and institutions with common values and a willingness to collaborate; therefore, enabling effective achievement of social and economic goals.)*
3. Economic Development & Community Advancement -- *Attract new business and industry, increase the tax base, and raise wages.*
4. Education -- *Reduce achievement gaps and improve the academic achievement levels of all students.*
5. Environment & Sustainability -- *Create an overall healthier and sustainable environment.*
6. Health & Human Services -- *Ensuring no one lacks basic needs and services.*

## TYPES OF INVESTMENTS

Cumberland Community Foundation makes three types of **investments from Community Funds** that address *Interest Areas and Priorities*. The Foundation reserves the right to decide with the organization the type of investment. All proposals must clearly state the **expected measurable outcomes** with evaluation strategies and data source (not just activity and process).

1. Improving Lives and Conditions (Program Grants) -- Investing in special programs and services created to respond to the needs of individual citizens, ultimately creating gains in the lives of all Cumberland County residents.
2. Investing in Organizations (Capacity Building Grants) – Investing in organizations that deliver services. Groups where enhanced capacity and sustainability will create increased human gain are attractive candidates for this type of investment. Awards may be used for general operating support, staff development, improving organizational structure, buildings and equipment, and strategic or other plans.
3. Advancing Innovation (Piloting or Replicating Models) -- Testing the ability of a new approach to outperform an existing practice.

## RESTRICTIONS

*No grants are made from our Community Funds to or for:*

- Individuals
- National fundraising drives
- Tickets for benefits or fundraising events
- Political organizations or candidates for public office
- Lobbying activities
- Endowment funds (see the *Lilly Endowment Challenge* program)
- Scholarships (see *Scholarship Program*)
- Budget deficits / failure to raise adequate annual operating support
- Membership dues
- Religious organizations for religious purposes (Community Grants do not support programs/projects with religious content or purpose or buildings owned by religious organizations) \*

*\*Note: Donors frequently support these religious causes and others listed above with their Donor Advised Funds and Designated Funds. This grant restriction applies only to Community Funds.*

## REVIEW TIMELINE

The review process takes **approximately 12 weeks** from submission of your *Letter of Intent* to the review of the *Grant Application* and a final decision. The final step is approval by the Board of Directors of Cumberland Community Foundation. Nonprofit agencies will be notified about the decision by letter, stating the outcome of their applications and, if successful, providing information about how to receive payment of the grant. Funds will be available after January 1<sup>st</sup>.

## Award and reporting requirements

Each successful applicant will be required to **sign a grant agreement** with Cumberland Community Foundation before receiving a grant payment.

Grantees also must present in person **reports every six months** until grant funding is totally expended. Follow-up visits also may be made as part of on-going assessment of the impact of grantmaking by Cumberland Community Foundation. Grantees must provide photos with captions that may be used in the Foundation's newsletters, website, and donor reports, except when client privacy prohibits photos.

## LOBBYING THE BOARD

Lobbying addressed directly to a Foundation board member, staff, or committee member is considered **inappropriate**. Cumberland Community Foundation's board, staff, and volunteers have all signed Conflict of Interest statements and are committed to upholding the highest standards in this area.

If a member is contacted on behalf of a grantee, the following will take place:

- The board/committee members will disclose the contact during discussion of the application.
- The board/committee members will remove themselves from the deliberation process **if** they feel their objectivity has been compromised by the contact.

In reality, the Foundation recognizes that various parties may wish to express support for an application. While such expressions are **not encouraged**, the appropriate procedure is to write the Foundation, Attn: Grants Manager. The cooperation of grantees and their supporters is greatly appreciated.

**ADDRESS PROPOSALS TO:**

Community Grants  
Cumberland Community Foundation  
PO Box 2345  
Fayetteville, NC 28302-2345

*-----Other ways to receive funds from Cumberland Community Foundation-----*

**COMMUNITY COLLABORATIVES**

In addition to the Community Grants application cycle, proposals to support collaborations and networks of service providers working to address cross-cutting issues that will have a big impact on community needs will be considered on a rolling basis.

Grants for these large-scale programs must meet the following criteria to be considered:

- a. Must be an audited fiscal sponsor with a tax-exempt status under Section 501(c)(3) of the IRS Code or be a qualified entity eligible to receive grants from community foundations under the IRS Code. Applicants must be IRS eligible prior to applying;
- b. A partnership of three or more organizations;
- c. Local organizations with Cumberland County as their home;
- d. Proposed program must be in a CCF priority area with measurable outcomes;
- e. Our funding constitutes local support to leverage statewide/national funds;
- f. Project could be characterized as an investment in Advancing Innovation: a new approach to outperform an existing practice.

If all of the above criteria are met, contact the Grants Manager at 910-483-4449 to discuss the proposed project. If you are informed by Cumberland Community Foundation that the project is being considered for funding under the Community Collaborative Grant Program, the Data Form and Letter of Intent must be submitted.

COMMUNITY COLLABORATIVE proposals will be accepted on a rolling basis at The Foundation BY REQUEST ONLY.

**Cumberland Community Foundation**  
**2010 - 2011 Data Form and Letter of Intent**

*This Data Form (maximum 1 page) and the Letter of Intent (maximum 2 pages) must be postmarked by **August 2**. If invited to apply, these pages must accompany your Grant Application proposal instead of a cover sheet. Do not staple or bind pages.*

**Name of Organization<sup>1</sup>:**

**EIN #:**

**Mailing Address:**

**City/State/Zip Code:**

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**Physical Address:**

**City/State/Zip Code:**

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**CEO/Executive Director:**

**Phone Number:**

**FAX:**

**E-Mail:**

**Website Address:**

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**Contact if different from ED:**

**Phone:**

**FAX:**

**E-mail:**

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**Which *Interest Area Outcomes* are you responding to from the list in the grant guidelines? If none, what outcome are you proposing to achieve (single sentence statement)?**

**Which investment window are you at?**

**Please check one:**     **Improving Lives or Conditions (Program Grants)**  
                                   **Investing in Organizations (Capacity Building Grants)**  
                                   **Advancing Innovation (Piloting or Replicating Models)**

**Total Number of Staff (FT/PT):**

**Total Agency Budget:**

**Signatures:**

\_\_\_\_\_  
**Executive Director**

\_\_\_\_\_  
**Board Chair**

\_\_\_\_\_  
**Date**

<sup>1</sup> If the grant request is submitted for support of collaboration between several organizations, provide the name of the organization to which the grant would be paid and attach a list of partners sharing the funds.

## LETTER OF INTENT TO APPLY FOR FUNDING

Submit a letter from the Board Chair summarizing the program or project for which funding is sought by responding to the following questions. Maximum length is 2 pages.

1. In a brief statement tell when the agency began, its primary mission, and key points in the agency's evolution.
2. If this proposal is for Improving Lives or Conditions, answer these three questions only and skip to #3:
  - a. What population or condition will this project improve?
  - b. How many will achieve the desired outcome or to what extent will the condition change?
  - c. What is the core approach to achieve this result (please describe the approach or strategy and not the details of the work plan)?

If this proposal is for Investing in Organizations, answer these three questions only and skip to #3:

- a. Describe the challenge or opportunity you face.
- b. What new capacity do you want to create?
- c. What human gain will be achieved as a result of enhancing this component?

If this proposal is for Advancing Innovation, answer these three questions only and skip to #3:

- a. What is the problem or practice that you want to change?
- b. What new approach, or innovation, are you proposing to overcome the above stated practice?
- c. What results do you hope to achieve? Please be specific about your aiming points and make sure they are set at a level that will clearly show the power of a new approach in comparison to existing ones.

3. What is the total cost to achieve this gain and how much are you asking from the Foundation? (If application is for a capital project, do not request more than 25% of donations expected from local private sources with a maximum of \$150,000 over three years.)
  - a. List any additional funding sources and amount of requests submitted for this project. If this is a capital request, include status of requests, amount pledged, and amount received.
  - b. Attach a line item budget for the project (with in-kind and cash support).

### Address Letter of Intent To:

Cumberland Community Foundation – Community Grants  
P.O. Box 2345  
Fayetteville, NC 28302-2345