

2021 LOI PROCESS

The Community Foundation for Greater Buffalo is now accepting Letters of Intent (LOI) for our 2021 Competitive Grants Cycle.

The LOI is the first step in the Community Foundation's 2021 competitive grant process. It involves completion of a simple electronic form to determine if a project merits further consideration in light of available resources and current priorities. *Please note, this is the ONLY Community Foundation for Greater Buffalo competitive grant cycle for 2021.*

Deadlines:

LOI will be accepted until February 1, 2021 at 4 PM

Invitations for full grant proposals will be sent by March 8, 2021

Full proposals will be due April 9, 2021 at 4 PM

Grant outcome notification will be sent to applicants in mid-June 2021

To submit a LOI for a competitive grant, please go to <https://www.cfgb.org/nonprofits/grants/community-foundation/> to access the Foundant Grant Lifecycle Manager

LOI must address at least one of the Solutions listed under the Community Foundation's four Community Goals. For 2021, applicants may apply for funding to support:

- *Programming*
- *General operations*

Special consideration will be given to requests which advance racial equity: www.racialequitybuffalo.org:

I. Improve educational achievement for students living in low-income households. Requests must address one of the following Solutions:

Solutions

1. Improve the academic achievement and postsecondary completion of students living in low-income households, with a preference for systems change.
2. Improve the school readiness of children living in low-income households.

II. Increase racial/ethnic equity. Requests must address the following Solution:

Solution

1. Increase opportunities for residents to interact across racial/ethnic lines resulting in improved understanding.

III. Protect and restore significant environmental resources and promote equitable access. Requests must address one of the following Solutions:

Solutions

1. Protect and restore the region's waterways and promote equitable access.
2. Strengthen individual environmental organizations and support a more racially inclusive and collaborative environmental community.

IV. Strengthen the region as a center for architecture, arts, and culture. Requests must address one of the following Solutions:

Solutions

1. Increase access to long term arts instruction for children and youth living in low-income households.
2. Increase opportunities for residents to engage across racial/ethnic lines through the arts.
3. Restore and leverage significant historic buildings and architectural landmarks, with a preference for sites that promote cultural tourism. (Defining historic as official recognition by State/National Register of Historic Places or local preservation ordinance.)

NOTE: Special funding available to support the following:

- Programs that serve the visual, speech or hearing impaired (~\$5,000)
- Programs that shelter, preserve and enhance the environment of animals and wildlife (~\$10,000)

Preference for this special funding will be given to applications that align with one or more of the four Community Goals.

Eligibility

- Grants are awarded only to organizations that have current Section 501(c)(3) status as determined by the Internal Revenue Service.
- Applicants must be located in or serving one of the eight counties of Western New York: Allegany, Cattaraugus, Chautauqua, Erie, Genesee, Niagara, Orleans, and Wyoming.

Other Matters

- Funding request must be for the same amount requested in your Letter of Intent submission unless a change is approved by the Foundation.
- Any one organization may submit up to one LOI maximum.
- Eligible organizations can receive only one competitive grant per year.
- *On a very limited basis*, the Foundation will offer the opportunity for two-year support with second year support contingent upon year one outcomes.
- The Foundation requires that all grants be closed out within one year of the receipt of funds, with the exception of two-year awards.
- The Foundation is receptive to requests that address advocacy, research and policy analysis aligned with the four Community Goals.
- For programming or capital requests, the Foundation will consider allowing up to 10% of the grant amount for indirect costs.
- The Foundation reserves the right to pay grants in a single installment or in “draws” at its sole discretion.
- The Foundation requires that all successful applicants obtain three bids for any equipment purchase of \$10,000 and above.
- The Community Foundation reserves the right to conduct an independent evaluation of grant expenditures for up to four years. The grantee agrees to provide the information necessary to complete such an evaluation. Failure to submit requested information in a timely fashion may obligate the grantee to refund the grant.
- The use of grant funds for purposes not pre-approved by the Foundation or not supported through required documentation will result in a request that those grant funds be returned to the Foundation.
- The failure of an applicant to properly close out a grant in a timely manner will be a factor when considering new grants.
- The Foundation will not consider competitive funding for:
 - Higher education scholarships (separate application, deadlines, and process)
 - Projects outside the eight Western New York counties (Allegany, Cattaraugus, Chautauqua, Erie, Genesee, Niagara, Orleans and Wyoming)

- Religious purposes
- Schools not registered with the New York State Education Department
- Attendance at or sponsorship of fundraising events for organizations
- Field trips unless they are part of a long-term program or curriculum
- Annual events or festivals
- Any partisan political activity. Funds from the foundation cannot be used to support or oppose a candidate for political office.
- Projects and activities that have occurred. The Foundation will not, except in extraordinary cases, provide payment or reimbursement for expenses incurred prior to the funding decision being communicated to the applicant.

Funding amounts

- The historical average for a competitive grant through this process is in the \$18,000 to \$20,000 range.

2021 LOI Questions

NOTE: LOI must be submitted electronically online utilizing the Foundant Grant Lifecycle Manager. No paper or emailed LOI will be accepted. The following questions are provided for your reference when completing the LOI online.

- Program name
- Purpose of organization
- Amount requested
- Community Goal(s)/Solution(s) your grant addresses
- Type of support requested (choose one):
 - Program
 - General operations
- Outline how you address the specific solution(s) you selected above (1,000 character limit)
- Target audience for this funding (500 character limit)
- Number served with this funding (numeric response)
- What will change in the lives of the people you serve as a result of this funding? (1,000 character limit)
- If this is a request for program support, please specify (1,000 character limit):
 - Frequency
 - Duration
 - Other applicable measures