Community Foundation
for Greater Buffalo

2021 Competitive Grant General Information and Schedule

The Foundation is committed to making grants that will have a maximum positive impact on Western New York. In 2021, grants will be reviewed in one cycle in accordance with the adopted schedule. Competitive grant requests must address one or more of the Solutions listed under the following four Community Goals:

I.   Improve educational achievement for students living in low-income households
II. Increase racial/ethnic equity
III. Protect and restore significant environmental resources and promote equitable access
IV. Strengthen the region as a center for architecture, arts, and culture

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

For 2021, applicants may apply for funding to support:
- Programming
- General operations

Grant submission process:
There are two stages to the Community Foundation for Greater Buffalo's competitive grant process.
- Step 1: Online submission of a Letter of Intent (LOI).
    - January 1: LOI request for proposals posted online
    - February 1: Deadline for LOI submission
- Step 2: LOI who fit the Foundation's Community Goals/Solutions most closely are then invited to submit a full application based on the concept presented in the LOI.

Organizations invited to submit a full application should refer to the following sections of this document:
- Timeline/Deadline (page 1)
- 2021 Competitive Grant Guidelines (page 2)
- 2021 Grant Application Questions (page 3)

Full applications are by invitation only and MUST be submitted electronically online utilizing the Foundant Grant Lifecycle Manager. No paper or emailed applications will be accepted. Outcome reporting will also be online when closing the grant. Below, for your convenience, are the guidelines and an outline of the questions you will be required to address when completing your electronic application.

Grant seekers are encouraged to call the Community Foundation with any questions related to this application.

Timeline
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
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Deadline:
Application deadline is **April 9, 2021 @ 4 PM. Applications in draft form on the website as of 4:01 PM on April 9, 2021 will not be eligible for funding.**

CRITERIA

The Foundation reviews grants in accordance with the identified Community Goals and Solutions, eligibility criteria, other matters contained in these Guidelines and the answers provided to the six questions listed in the Grant Application Questions (page 3). Review will include consideration of the need served, readiness to proceed, impacts/outcomes, how they will be measured, and organizational sustainability. Requests that address more than one Community Goal will be given preference.

Community Goals

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 the Foundation approves a change.
- ❑ 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.
- ❑ 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 request
  - 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.

<center>2021 Grant Application Questions</center>

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

- Program name
- Purpose of organization
- Amount requested
- Community Goal(s)/Solution(s) your grant addresses
- Type of support requested (choose one):
  - o Program
  - o General operations
- Questions:
1. Describe the population your organization serves, including demographic information, geography, etc. (2000 character limit)
2. Describe the impact of COVID-19 issues on your organization. (2000 character limit)
3. How will the requested funding help your organization conduct your work throughout 2021-2022? (2000 character limit)
4. What was your revenue goal for 2020? How has that goal changed in the context of COVID-19? (1500 character limit)
5. What unanticipated expenses have resulted from COVID-19? (1500 character limit)
6. Budget: Understanding that it is difficult to predict emerging developments through 2021, please upload a budget that corresponds to this request, whether it be program or general operations.