



**2023  
Competitive Grant Application  
General Information and Schedule**

The Niagara Area Foundation (NAF) was founded by a group of philanthropically minded Niagara County community leaders in 2000. Since that time, the NAF has focused on supporting the needs of the area using the best available information and resident feedback.

By utilizing best practice methods, and in conjunction with an independent consultant, the NAF Council undertook an extensive strategic planning process during the past year in order to identify the evolving needs of Niagara County. In 2023, NAF will consider any submitted applications that have maximum positive impact on Niagara County and that align with one of the Council's two goals:

- **YOUTH ENRICHMENT:** To build stronger communities through the enrichment of youth, positive youth development, and equity and inclusion.
- **ENVIRONMENT:** To support and enhance education and awareness about the importance and creation of a healthy, vibrant, and safe ecosystem for Niagara County residents.

**YOUTH ENRICHMENT**

**Preference Statement**

Preference will be given to projects that are located within or serve urban and rural low-income communities in Niagara County.

**Solutions**

The NAF will define solutions to accept applications for funding as:

- Increasing children's learning opportunities with quality early childhood education, enhanced youth literacy programs, and treatment for obstacles to learning such as mental health and/or addiction challenges.
- Ensuring youth have opportunities to participate in enrichment programs, arts and cultural activities and civic life, with an emphasis on increasing access to youth from unserved or underserved communities.

**ENVIRONMENT**

**Preference Statement**

Preference will be given to projects that are located within or serve low-income urban or rural communities in Niagara County.

**Solutions**

The NAF will define solutions to accept applications for funding as:

- Education to foster residents' understanding and appreciation of natural resources and promote environmentally sound practices for adults, children, families and/or community organizations.
  - Creation and/or enhancement of public parks, green spaces and community gardens with sustainable practices such as native plantings, rain gardens and neighborhood connections.
- **Applications MUST be submitted electronically online. No paper, emailed, or pdf applications will be accepted. Outcome reporting will also be online when closing the grant. For your convenience, on page 2 are the guidelines and an outline of the questions you will be required to address when completing your electronic application.**

- NAF is committed to making grants that will have the maximum positive impact on Niagara County in a competitive process.
- Youth and children are defined as 18 years old and under.
- All qualifying grant applications received by NAF will be evaluated based on the community need that will be served.
- The total amount available for disbursement in 2023 is approximately \$60,000
- Grants are awarded only to organizations that have current Section 501(c)(3) status as determined by the Internal Revenue Service.
- NAF *will not* consider funding:
  - Higher education scholarships (separate application, deadlines, and process)
  - Religious purposes
  - Projects for residents of other counties. Funding must support Niagara County residents only
  - Schools not registered with the New York State Education Department
  - Attendance at or sponsorship of fundraising events for organizations
  - Annual events or festivals
  - Any partisan political activity. Funds from the NAF cannot be used to support or oppose a candidate for political office.
  - Projects and activities that have occurred. The NAF will not, except in extraordinary cases, provide payment or reimbursement for expenses incurred prior to the funding decision being communicated to the applicant.
- NAF requires all grants be closed out within one year of receipt of funds.
- NAF 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 NAF or not supported through required documentation will result in a request that those grant funds be returned to NAF.
- The failure of an applicant to properly close out a grant in a timely manner will be a factor when considering new grants.
- The NAF is a supporter of the BoardStrong initiative which assists public charities in achieving the highest standards of board leadership, governance and oversight. We recommend organizations utilize this service to improve their capacity strengthen their boards by providing access to a pool of talent for board service and governance resources: [www.boardstrong.org](http://www.boardstrong.org)
- The NAF embraces the benefits of diversity, equity, and inclusion. In its grantmaking decisions, the NAF supports organizations, projects, and programs that share its belief that no person in the United States shall on the basis of the Protected Characteristics, or any other improper criterion, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under its programs or activities.

### Funding amounts

- *The historical average for a competitive grant through this process is approximately \$6,000.*
- The maximum grant available through the NAF competitive process is \$10,000.
  - Should an organization be requesting more than \$10,000, they *must* contact the Foundation in advance to discuss their application.
- Please be sure to review grant history listed on the NAF website for more information:
  - <http://www.cfgb.org/for-nonprofits/for-grant-seekers/niagara-area-foundation-grants/>

## Timeline

RFP accepted online: September 11, 2023

Application deadline: October 13, 2023 at 4 PM

*NOTE: Applications in draft form on the website after the deadline will be considered abandoned and will not be eligible to be considered for funding.*

Decision notification: Mid December 2023

Questions may be directed to Darren Penoyer at 716-852-2857, x 206 or [darrenp@crgb.org](mailto:darrenp@crgb.org)

## 2023 Grant Application Questions

- Mission statement (500 characters)
- Project/Program name (200 characters)
- I verify that the maximum impact of this project/program will be in Niagara County, NY (yes/no)
- Amount requested
- Date required
- Concise one sentence summary of project/program (300 characters)

### PROJECT DESCRIPTION

1. **Define need - why should this be done?** (3,000 characters)
  - Please include how this project/program goals align with the NAF's goals, and
  - Who and how many will benefit (if applicable)
2. **Describe the project/program** (3,000 characters)
  - Please include what makes your approach special, and
  - The timetable for the project/program
3. **Who will be involved?** (3,000 characters)
  - Please describe the staff/volunteers who will be leading this project/program and why they were chosen
  - Please include whether you intend to collaborate with other organizations, and
  - Explain how you will work together
4. **How will you know if this project/program is successful?** (2,000 characters)
  - What are the expected outcomes? (quantitative if possible)
  - How will it be measured?
5. **What other supports are needed?** (2,000 characters)
  - The NAF Council is committed to continued learning as it implements its new strategic plan. What other assistance, beyond funding, might you need to make this project/program successful?

### PROJECT BUDGET

- Provide a very specific complete budget breakdown, identifying costs of the individual items that constitute your funding request to the NAF (Upload 4 MB)
- Budget narrative (optional) (Upload 4 MB)
- What investment is your organization making in this project? If none, type N/A (1,000 characters)
- Who else is providing funding for this project/program, and what is the status of those requests? (2,000 characters)
- If the NAF were only able to partially fund your request, can you proceed? If yes, provide detail on how your programming would be affected. (1,500 characters)

### CERTIFICATION OF GRANT ELIGIBILITY

#### Board Endorsement

- Certification that the executive director and a board officer have approved submittal of the grant request and that all information provided is accurate (yes/no)
- Confirmation that organization has a Conflict of Interest policy in accordance with New York State Law (yes/no)
- List of all board members (Upload 4 MB)
- The Foundation is a strong advocate of the capacity building website BoardStrong ([www.boardstrong.org](http://www.boardstrong.org))
  - Have you completed a BoardStrong organizational profile? (yes/no)
  - If you have a BoardStrong profile, have you accessed board candidates? (yes/no)

**ATTACHMENTS**

- Memoranda of Understanding or letters in support of your project/program from collaborators, other funders or community memners – strongly advised (Two upload areas, one 5 MB, the other 4 MB)
- Recent evaluations of your programs – optional (Two upload areas, one 5 MB, the other 4 MB)