

Benton County Community Foundation

Grant Workshop
January 6, 2022



BENTON COUNTY
**COMMUNITY
FOUNDATION**

here for good.

Welcome

- Community Foundation of Northeast Iowa is the host foundation for the Benton County Community Foundation
- Benton County Community Foundation is governed by individuals from throughout Benton County
- Grant decisions are made locally through a grant review process

2022 BCCF Committee Members

Jean Fish

Mindy Fisher

Alison Henkle

Rod Kubichek

Kassie Mather

Jacki McDermott

Manda McKinley

Brian McNulty

John Mossman

Tracy Papesch

LeRoy Staker

Christine Turner

Dotti Thompson, Program Manager at CFNEIA, provides technical support and acts as advisor to the committee and nonprofit partners

Address Important Needs in the County

The Benton County Community Foundation provides grants to improve life in Benton County, Iowa. We want to help develop communities that people want to live in, as well as to benefit rural areas of the county.



**Arts
& Culture**



**Community
Betterment**



**Education
& Youth
Development**



**Environment
& Animal
Welfare**



Health



**Human
Service**

Eligibility

- Be classified as a 501(c)(3) nonprofit organization or be a government entity. Tax-exempt organizations classified as *other* than 501(c)(3) are also eligible *if* the project is deemed charitable; please contact our office to discuss the project's eligibility prior to submitting a proposal.
- Be current with all state and federal reporting requirements, such as filing of 990 forms.
- Must not have any past due grant reports for previous Benton Community Foundation grants.

Restrictions

- One application per organization with the **exemption of Government Entities and Fiscal Sponsors.**
- **Minimum Request - \$1,000; Maximum Request - \$10,000**
- Applicants must use the Budget Template that is embedded in the application
- Bids/estimates for work to be completed or equipment/materials to be purchased should be attached to the application
- Inherently religious activities such as religious worship, instruction, or proselytization or activities that promote specific religious doctrine are not eligible.
- Requests for building projects and/or veterans' needs from veterans' organization are eligible, *if the project benefits the community as a whole.*

Projects NOT Eligible:

- Requests for veterans' memorials
- Requests for funding of city welcome signs and wayfinding signs
- Requests for pass-through funds or funds that will be regranted by the applicant

Funding Priorities

- Address a community need, demonstrate broad-based community support, and provide benefits that are community/county wide.
- Show a high level of support or leveraged funding from other sources.
- Maximize community resources through cooperation and collaboration with other organizations.
- Show long-term sustainability of the project.

Priorities \neq Eligibility

Your project may not meet all listed priorities. If it doesn't, that doesn't mean your project is ineligible.

BUT

...these priorities do **weigh** into **consideration** during the review process.

The more of the BCCF priorities your project meets the **more likely** your project will receive funding.

NOTE: If a project doesn't meet *any* of them, it is unlikely to receive funding.

Application Review

Guide decisions to ensure best use of BCCF funds in support of most meaningful, impactful projects.

- Rubric-based
- Scored on the quality of the *proposed project*, not the application
- Reviewers do not score any applications they have a Conflict of Interest with

Criteria:

- Organization Health
- Feasibility of Project
- Community Need & Outcomes
- Project Budget

NOTE: Use the criteria to make your application and your project better!

Organizational Health and Capability

Is this organization going to be able to complete this project?

- Fiscal stability
- Appropriate personnel
- Previous successes

Being new isn't a disqualification. You just have to articulate that your organization is capable of successfully completing the project!

Project Feasibility

How likely is this project to be completed successfully?

- Implementation Strategy:
 - Is there a solid plan for making the project happen and measuring impact?
 - Does the project build capacity to bring the organization/program to the next level?
- Timeline:
 - Is the timeline for completion realistic?
 - What unknowns could throw that timeline off and what would it mean for the success of the project?
- Sustainability:
 - Are there multiple people/organizations funding this project?
 - How will the project continue after this round of funding?
- Community Partners:
 - Are there others working to make this project happen?
 - What collaborations are existing and new for this project?

Community Need

How important is the project to the community?

- This is an important piece to articulate clearly, show us the community needs your project!
 - Get a “second opinion” on what you have written
 - It’s your one time to make an impression
 - Know that the BCCF is looking at a lot of applications
- Projects can take on different forms, how does it improve your community?
 - Bricks and mortar?
 - Communication?
 - Education?
- Show the needs of the community and how your project fills that need.

Project Outcomes

How well are the projected outcomes articulated? Are the stated outcome measurable?

- How will this project change your community?
- What improvements will this project make for the community?
- How will this project lead to change in behavior or circumstances?
- What will be done by your organization or the community because of this project's success?

Project Budget

Is the budget well planned? Are costs appropriate?

- Very important to the success of any project to be clear where the money is coming from and where it is going.
 - Show the cost **and** the income for each line item
- A well-prepared budget is a great way to show that you are prepared and have put time and effort into financial planning before the project begins.
- Obtain recent project bids/estimates for labor and equipment/materials to be purchased.
- All applications are asking for support through a grant to help complete their project, find ways to separate your application:
 - Show financial collaboration through in-kind services, private donations, other funders, and agency funds

NOTE: Requests that do not show other funding sources are scored at zero for the budget portion of the application.

Budget Template

Sample BCCF Project Budget					
Project: Roof Repairs					
Project Items	Total Project Cost	BCCF Request	Other Funding Amt.	Other Funding Source	Funding Status
Roofing Shingles	4000.00	2000.00	1000.00	Agency Funds	Received
			1000.00	Grant - Walmart	Pending
Roofing Supplies	2000.00	500.00	500.00	In-Kind-Menards	Secured
			1000.00	Donations	Received
Labor	1500.00		1500.00	In-Kind- Volunteers	Secured
Total	\$ 7,500.00	\$ 2,500.00	\$ 5,000.00		

NOTE: Make sure the BCCF Request and Other Funding Amt columns equal the Total Project Costs column before attaching the budget template to the application.

NOTE: *Applicants must use this Budget Template (linked in the application); those that do not include the required Budget Template will be disqualified from funding.*

Important Dates

- **Application Deadline:**
 - **March 15, 2022 at 5:00PM**
- **Decision Notifications:**
 - Mid-June 2022
- **Award Ceremony:**
 - July 26, 2022, Van Horne Community Center
- **Grant Report Deadline:**
 - July 31, 2023

Q & A

For grant-related questions, contact:

Dotti Thompson, Program Manager

Email: dthompson@cfneia.org

Phone: 319-243-1358 (*direct*)

Grant Guidelines and link to Grant Management site:

www.bentonccf.org

Application online:

<https://www.grantinterface.com/Home/Logon?urlkey=cfneia>

NOTE: *Do not create a new account if your tax ID# is already in our system or if you are unsure if an account for your organization/city/school already exists. Call our office first.*