



**THE COMMUNITY FOUNDATION  
of FREDERICK COUNTY**

*For Good. Forever. For Frederick County.*

**FY20 Strategic Grants—Application Period: July 15, 2019 to August 15, 2019**

This grant cycle will allow organizations to apply for program grants to support services related to the Community Foundation's 2011 Strategic Initiatives and/or to apply for planning grants to support capacity building related to the Community Foundation's 2019 Strategic Initiatives.

To apply for funding under the 2011 Strategic Initiatives, applicant organizations must identify program outcomes that have an impact on the following community-wide indicators:

- **Health Care**—reducing the number of emergency department visits at Frederick Memorial Hospital
- **School Readiness**—increasing school readiness among low-income children—as measured by the Kindergarten Readiness Assessment
- **Basic Human Needs**—preventing and reducing homelessness by focusing on those who are newly homeless and precariously housed—as measured by the Point in Time Homeless Count

FY20 is the final year that the Community Foundation will provide grants in support of these initiatives. Projects should focus on providing direct services to address these needs.

To apply for funding under the 2019 Strategic Initiatives, applicant organizations must identify capacity-building outcomes for programs, organizations, or systems that address:

- **Supporting families with children**— by making Frederick county a great place for all families to raise children or by supporting ALICE (Asset Limited, Income Constrained, Employed) families.
- **Preparing for a growing aging population**— by helping individuals over 60 years to age in place in an appropriate environment or by providing education on aging issues for current seniors, rising seniors, and/or caregivers.
- **Responding to substance use disorder**— by supporting timely access to local qualified providers, by providing education and prevention programs, and/or to collect appropriate data to be used in decision making.

FY20 is the first year that the Community Foundation will provide grants in support of these initiatives. Projects should focus on capacity building activities that will ready the applicant to address these needs.

Grant requests under the 2019 Strategic Initiatives should focus exclusively on building capacity in the system or network of care, including for individual service provider organizations. Capacity-building can include projects such as, but not limited to:

- Technology upgrades or equipment purchases
- Staff training and development
- Data collection and/or analysis
- Capital needs of program or organization

For a more detailed definition of capacity building for service organizations, please read this short compilation provided by the Pew Fund, found HERE [<http://www.omgcenter.org/pew-fund/definition>].

### **Grant Period**

November 1, 2019 through March 31, 2021.

### **Grant Amounts**

Minimum request: \$500

Maximum request for 2011 program services grant: n/a

Maximum request for 2019 capacity-building grant: \$10,000

### **Reimbursement and Reporting Requirements**

Grants are reimbursement-based. Reimbursement requests can be submitted as needed through the end of the Grant Period.

Interim Report deadline is July 1, 2020. Interim reports ask for information regarding the funded project's progress.

Final Report Deadline is April 15, 2021. Final reports ask for information regarding the funded project's impact.

### **Eligible Organizations**

The Community Foundation administers grants to organizations providing direct benefits to Frederick County, Maryland. All applying organizations must meet the following eligibility requirements to be considered for a grant.

The organization must be:

- An already existing nonprofit, 501(c)(3) organization in good standing with the IRS.
- A government/quasi governmental agency applying for an extraordinary project that is not funded by tax revenue.
- A religious organization requesting funding for non-sectarian activities.
- A civic group that is not a 501(c)(3) organization requesting funding for a community cause.

In addition, 501(c)(3) organizations must be in good standing with:

- Maryland Secretary of State's charitable division: <http://sos.maryland.gov/Charity/Pages/SearchCharity.aspx>
- Department of Assessment & Taxation's Maryland Personal Property tax division: <https://egov.maryland.gov/BusinessExpress/EntitySearch>
- IRS, as assessed via GuideStar's Charity Check: <https://www.guidestar.org/Home.aspx>

For more information on Maryland's nonprofit requirements, please visit <http://sos.maryland.gov/Charity/Pages/Non-Profit-Organization.aspx>

### **Required Financial Information**

Grant applications must attach a project or program budget that details all income sources, including pending, and all planned expenditure categories for the project. The budget should show how funds

requested from the Community Foundation will be used, as the budget is one tool that the Community Foundation uses to approve reimbursement requests. An organizational budget is not an acceptable substitute for a program or project budget. ***Applications with budgets that do not include both revenues and expenses for the project will not be considered for funding.***

In addition, grant applications must include financial information for the organization as a whole.

- Organizations with annual charitable contributions less than \$300,000 are required to complete a prescribed financial form as part of the grant application. Faith-based organizations and organizations who are chapters of a “parent” organization must also complete this financial form if they do not have their own audit or independent financial review. Quasi-government agencies applying must also complete the prescribed financial form.
- Organizations with charitable contributions over \$300,000 but less than \$750,000 must upload a financial review performed by an independent certified public accountant within the last year.
- Organizations with charitable contributions over \$750,000 must upload their most current audit performed by an independent certified public accountant.

Both a [sample budget](#) and the prescribed [financial form](#) are found on the Community Foundation’s website as downloadable documents.

#### **QUESTIONS?**

Questions about the FY20 Grants Program may be directed to: [Community.Impact@FrederickCountyGives.org](mailto:Community.Impact@FrederickCountyGives.org)