
Community Grants for Clemmons and Lewisville

2020-2021



For more information contact:

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About the Clemmons Community Foundation (CCF)

CCF exists to unlock the full philanthropic potential of Clemmons, Lewisville, and surrounding communities by connecting people and resources in ways that thoughtfully and meaningfully transform our communities with access, opportunity, and an enriched quality of life for all residents. A core mission of the CCF is to strengthen the people, places, and partnerships that hold our communities together, build new connections that provide opportunities, and ensure our areas continue to be a communities in which all people want to call home.

CCF started as the Clemmons Rotary Foundation in 2004, receiving its 501(c)(3) public charity designation from the Internal Revenue Service (IRS). Its visionary leadership converted the foundation to a Community Foundation in 2012, with the purpose of expanding its reach and more broadly working to improve local communities.

About the Community Grants for Clemmons and Lewisville 2020-2021

For this year's grant cycle, the foundation will award grants in two categories from its unrestricted and field of interest funds in response to local impacts on public education and nonprofit operations due to the Novel Coronavirus (COVID-19) pandemic:

- **Thriving in Education Grants** will fund programs and services focused on supporting and improving the educational performance of school-aged children and youth in Clemmons and Lewisville, NC.
- **Nonprofit Sustainability Grants** will provide funding to ensure essential and proven-effective nonprofit organizations maintain the capacity to deliver necessary programs and services.

2020-2021 Grant Cycle Important Dates

Monday, August 31, 9:00 a.m.	Application Opens
Tuesday, September 1, 10:00 - 11:00 a.m.	Virtual Grants Briefing & Information Session
Thursday, September 3, 2:00 - 3:00 p.m.	Virtual Grants Briefing & Information Session
Thursday, October 1, 5:00 p.m.	Application Submission Deadline
through the end of October	Grant Application Review Process by Community Teams
week of November 2	Grant Award Decisions Announced

Grants Briefing Information Sessions

CCF will hold a Grants Process Briefing Session to review the guidelines, software, process, and answer organization's questions. Two date options are scheduled. Attendance is recommended but not required for those planning to apply for a grant.

Both briefings will be held virtually using Zoom. Organizations are encouraged to register for a briefing session by visiting clemmonsfoundation.org/apply/grants.

If you are not able to attend one of the briefing sessions and would like to have a conversation, please contact Mark Batten, CCF Program Officer, at mark@clemmonsfoundation.org or 336.403.0433.

Community Grants for Clemmons and Lewisville Guidelines and Basic Requirements

Applying organizations must be classified as one of the following:

- IRS registered organizations with a letter determination as tax-exempt 501(c)(3) (excluding 509(a) private foundations); registered and licensed to solicit in the state of North Carolina, unless exempt; and providing programs and services in the targeted geographic area
- Governmental or quasi-governmental agencies
- An organization must have been in existence for at least three years (based on date of IRS determination letter) and have achieved a record of effective service and sustainability

Thriving in Education Grants

COVID-19 has led to an unprecedented disruption for children and youth as public schools close for in-person instruction. With the transition to at-home virtual learning, the ability for students to thrive can be limited due to many factors, including insufficient Internet connectivity and hardware or limited at-home supervised support. In these challenging times, students are finding themselves disadvantaged and at greater risk for falling behind.

CCF invites and encourages applications from tax-exempt, nonprofit organizations that are able to provide supportive programming for children and youth to reduce support gaps, engagement decline, and learning loss, as well as services to address their mental, social, and emotional health. For continued public education progress, these efforts are needed to help students obtain an excellent education and successfully transition to the next grade or college/technical school.

Thriving in Education Grant proposals should aim to enrich the educational and developmental outcomes of children and youth and have positive intervention on learning, developmental, accessibility, and empowerment challenges.

Thriving in Education Grants Funding and Project Duration

Grants will be awarded up to \$7,500.

Grant proposals may be for a 6, 9, or 12-month period.

Projects are expected to be completed within the approved period.
Recipients will be required to submit a final report.

Note: One Field of Interest (FOI) fund places priority on programs and initiatives targeting services for youth in need.

Note that the following 9 local public schools are considered part of Clemmons and Lewisville:

- Clemmons Elementary School
- Clemmons Middle School
- Lewisville Elementary School
- Meadowlark Elementary School
- Meadowlark Middle School
- Morgan Elementary School
- Southwest Elementary School
- Ward Elementary School
- West Forsyth High School

Exclusions:

Thriving in Education Grants are not intended to fund individuals, teacher projects, or provide personal financial assistance for study groups.

The funding opportunity is for eligible organizations as outlined at the top of this page.

Nonprofit Sustainability Grants

COVID-19 continues to impact nonprofits and their future viability as challenges remain for providing and continuing service delivery. Proposals may also request funding for:

Adaptations: These unpredictable times require that nonprofits respond with flexibility and innovation, re-imagining operational effectiveness in order to provide necessary services and programs. Nonprofit sustainability grants could be used for adaptations like (this is not an exhaustive list):

- Modifying or upgrading technology systems to serve clients remotely
- Delivering services in new ways to accommodate public health and safety guidelines
- Modifying facilities to enable greater social distancing among essential staff and clients
- Scaling up service delivery to support increased demands and serving an expanded vulnerable client base who are experiencing new hardships (loss or reduction of income, individuals with health risks) due to the pandemic

Continuity: Many nonprofit organizations and agencies need funding to maintain their existing service delivery that address pressing needs, such as (this is not an exhaustive list):

- Assisting with the immediate needs of communities vulnerable to the physical or mental health impacts of the pandemic
- Sustaining the continuation of valued services and programs to local communities, such as animal welfare, arts and culture, and natural resource stewardship

Nonprofit Sustainability Grants Funding and Project Duration

Grants will be awarded up to \$5,000.

Grant proposals may be for a 6, 9, or 12-month period.

Projects are expected to be completed within the approved period.
Recipients will be required to submit a final report.

Note: One Field of Interest (FOI) fund places priority on programs and initiatives targeting services for youth and seniors in need.

Grants will generally not be awarded for:

- Fundraising events, sponsorships, memberships, advertising or promotional products
- Capital, endowment, or annual campaigns (including for buildings or additions to current facilities)
- Activities that do not demonstrate measurable, sustainable outcomes
- Clubs, sports teams, student travel, or other services limited to a select membership
- Cemeteries
- Political or lobbying activities prohibited by the IRS
- Organizations that grant out funds to other non-profits
- Projects or programs that supplant traditionally government-funded programs

Collaborations

Collaborative projects undertaken in partnership with multiple nonprofit organizations are also encouraged. Projects of a particular scope may benefit from each organization's service. Collaborations often create more effective and sustainable programs or services than those that are initiated unaccompanied. All collaborations must support a specific effort, share responsibility, and work together to develop a jointly agreed-upon structure.

Application Process

Applications must be completed online at clemmonsfoundation.org/apply/grants.

The application will begin with basic information about the organization followed by required questions that ask you to concisely demonstrate thoughtful and full planning of the proposed program/project and its budget.

Each question has character limitations. It is recommended that information focus on what is most necessary to convey the importance, outcome indicators and measures, and sustainability of the proposed program or project.

All questions must have a response for the application to be considered complete.

The following questions must be answered about the proposal:

Thriving in Education Grants

1. Briefly describe the student population your organization serves, including age and other relevant characteristics.
2. Briefly describe the project components, focusing on activities that assist students adapt and build resilience for non-traditional methods of public school instruction (virtual, hybrid).
3. Summarize how the proposed project will engage and empower students. In other words, outline the transformational benefits the student will experience to help them progress in their education.
4. Summarize how the project will avoid or mitigate negative impacts given potential challenges foreseen after assessment or already being encountered by students.
5. Briefly outline procedures and activities for implementing the proposed project and gaining student interest.
6. Briefly describe the ways the proposed project reflects an innovative approach to solving a problem and/or a collaborative approach to addressing the need.
7. Briefly state how your organization plans to measure the success of the proposed project, including factors that will be evaluated, measured, and the methods used.

Nonprofit Sustainability Grants

1. Briefly explain how your organization's operations have been affected by the Coronavirus, both internally and the ability to carry out programs and services.
2. Summarize your organization's response and changes implemented to overcome any challenges presented.
3. Summarize how the proposed project ensures the continuity of valued programs and services.
4. Briefly describe how your organization plans to provide proper training and guidance for staff, stakeholders, and clients (if applicable for adaptations).
5. Briefly outline the organization's resources and experience that will contribute to the success of the proposal.
6. Briefly state how the proposal will engage, empower, and benefit the communities and social groups served by your organization. You may reference proven or emerging best practices for basis of anticipated success.
7. Briefly state the expected measurable impact of the proposal and how your organization plans to sustain it.
8. Briefly describe how your organization's typical sources of funding have been impacted during the pandemic and if you have received any local, state, or federal support.

Submission Deadline and Grant Award Decision Notification

The application must be completed no later than 5:00 p.m. on Wednesday, October 14, 2020. Before submitting your application ensure your organization's name and contact are on each supplemental document uploaded.

Please do not send additional e-brochures or other collateral e-materials.

Applicants will be notified of grant award decisions by Tuesday, November 17, 2020.

Review Process

All proposed projects and organizations must satisfy the basic requirements before reviewed against the criteria below. Organizations and projects that do not meet the basic criteria will be disqualified and not considered for further review.

Applications will be reviewed and scored by an independent, volunteer team of community representatives. Top finalists may be asked to submit additional, clarifying information for grant consideration, as well as questions raised in the review. The CCF Board of Directors will make the final grant award decisions.

Review Criteria

Proposed Program or Adaptation

- Project reflects knowledge of an issue or adaptation, target population, and the local need.
- The project plan clearly addresses the identified need and importance and is directly linked to the purpose of the grant category.
- The organization has realistic, measurable goals, outcomes, and expectations for a sound transformational impact on a target population.
- The organization has planned partnerships and collaborations that maximize the efficiency and effectiveness of the program/project (if applicable).
- The budget is reasonable for the project.

Follow-Up and Sustainability

- There is a follow-up plan to document outcomes and learn from and apply what has been learned for future undertakings.
- There is a plan for project sustainability beyond the period of the grant.

Organizational Capacity

- The proposed project is aligned with the applicant's organizational mission.
- The organization has a track record of proven success to the community.
- The organization's leadership and board demonstrates engagement and commitment to its mission.
- The organization has demonstrated prudent management of its resources and demonstrated ability to adapt when faced with unexpected challenges.

Applicant Information and Basic Requirements Questionnaire

This questionnaire may be helpful in preparing for the online application. It does not need to be submitted as an attachment. Its purpose is to help you gather information.

Legal Name of Submitting Organization (as listed on IRS and NC State Records):

Do you conduct business under a different name? If yes, list the name:

Mission Statement:

Street Address:

Mailing Address:

[if different]

Federal ID (EIN):

Tax Exempt Category:

- 501(c)(3) Public Charity - Year IRS Letter Received: _____
- School: ___ Primary School ___ Secondary School ___ Higher Education ___ Technical
- Government Agency
- Other: _____

Do you currently hold a Charitable Solicitation License from the North Carolina Department of the Secretary of State? Yes No Qualified Exemption: _____

Website: _____

Executive Director/CEO Information

Name: _____

Office Phone: (_____) _____ - _____ Cell Phone: (_____) _____ - _____

Email: _____

Organization's Total Operating Budget: \$ _____

Total Project Budget: \$ _____ CCF Grant Application Amount: \$ _____

Proposed Project Duration: 6-month 9-month 12-month from _____ to _____

Please include list of your board members and their professional or community affiliation(s).

Example: Cindy Green, CPA, Smith & Associates, Lewisville
Jacob Smith, Community Volunteer, Clemmons

What percentage of your Board members contribute financially to the organization? _____%

What percentage of your Board members volunteer in addition to the board governing role? _____%