GRANT CYCLE WORKSHOP

COMMUNITY FOUNDATION OF MADISON & JEFFERSON COUNTY

Grant Cycle Workshop Agenda

- Introductions
- Community Foundation Basics
- Types of Funds Used During the Grant Cycle
- Grant Cycle Guidelines, Criteria, & Priorities
- Putting Your Best Foot Forward
- Online Application Platform
- Q & A Time

Introductions

Bill Barnes
President & CEO

Kelly Miller
Finance & Program Officer

Kelley Hoagland
Marketing & Donor
Relations Manager

Community Foundation Basics

Grant Cycle Funds

- **Flexible Community Funds**
  - Also known as Unrestricted Funds
  - Provide the majority of funding in the Competitive Grant Cycle

- **Field of Interest Funds**
  - Funds created to support specific areas of interest
    - Interest areas include: the arts, youth programs, animal welfare, fire companies, world languages & international study programs, the environment, genealogy/history, veterans, intellectually challenged children, women & children

Approximately $390,000 will be available in the 2025 cycle

Grant Cycle Guidelines & Criteria

- Communicate about project and program ideas with Bill & Kelly Miller

- Grants are typically made to 501(c)3 charities or 509(a) agencies

- **We DO NOT FUND (in no particular order):**
  - General group or individual travel/lodging expenses
  - Annual giving/membership campaigns
  - Individuals
  - Political purposes
  - Promotion of the teachings of a particular church, denomination, or religion
  - Debt – new or existing – or endowment creation

Grant Cycle Priority Examples

- HIGH PRIORITY (in no particular order):
  - One-time projects
  - High percentage of population is reached
  - Preventative rather than remedial
  - Examines and addresses the underlying causes of local problems and issues
  - Attracts volunteer resources and support
  - Encourages collaboration among organizations
  - Organizational capacity building
  - Offers new services to the community
  - Capital needs beyond an organization's capabilities and means
  - Seed money for pilot projects
  - Demonstrates the greatest benefit per dollar granted

Grant Cycle Priority Examples

- **LOW PRIORITY (in no particular order):**
  - Normal operating expenses (excluding start-up expenses)
  - Computer hardware and software equipment
  - Funding to organizations that received a CFMJC grant in the previous year's grant cycle

Grant Cycle Timeline

- Online applications open **every year on June 1st**

- 2025 Applications will be due on Monday, August 4, 2025 at Noon

- Information gathering sessions are generally held toward the end of August, if necessary

- Grants are awarded at the end of September

NOTE:
Our application timeline IS NOT the same as Bethany Legacy Foundation

2025 funding calendar

BETHANY LEGACY FOUNDATION

Please refer to the calendar below for the funding timeline regarding grant requests above $50,000.
Requests $50,000 or less will be accepted on a rolling basis.

FUNDING DECISION BY: JULY

Pre-Application:
No later than
April 18, 2025

Application:
No later than
May 9, 2025

Anticipate questions from BLF:
Weeks of June 2nd
and June 9th

Notification:
The week of
July 7, 2025

FUNDING DECISION BY: SEPTEMBER

Pre-Application:
No later than
June 20, 2025

Application:
No later than
July 11, 2025

Anticipate questions from BLF:
Weeks of August 4th
and August 11th

Notification:
The week of
September 1, 2025

FUNDING DECISION BY: NOVEMBER

Pre-Application:
No later than
August 22, 2025

Application:
No later than
September 12, 2025

Anticipate questions from BLF:
Weeks of October 6th
and October 13th

Notification:
The week of
November 3, 2025

Bethany Legacy Foundation Timeline

Putting Your Best Foot Forward

DON'T – Wait until the last minute to submit your application.

DON'T – Copy and paste information from a prior application.

DON'T – Assume that your request amount is too large or too small.

DON'T – Apply with a project that will be completed before the Grant Cycle concludes at the end of September.

Putting Your Best Foot Forward

DO – Contact the Community Foundation to discuss your project if you're unsure if it's a good fit for the grant cycle. We respect your time.

DO – Set a realistic timeline for the project.

DO – Show other sources of funding for the project.

DO – Get actual pricing quotes and costs for your project.

DO – Show specific costs and data related to only Jefferson County, IN.

DO – Break out the specific costs of the project in the application's project budget table.

DO – Be specific and detailed in all elements of the application.

Putting Your Best Foot Forward

DO – Have someone outside of your organization proofread your application before submission.

DO – Make sure that 100% of your Board of Directors financially contribute to the organization.

DO – Let the Community Foundation know if all or part of the funding for the project has been received before final grant decisions are made.

DO – Demonstrate the sustainability of the project, if applicable.

Online Application Platform
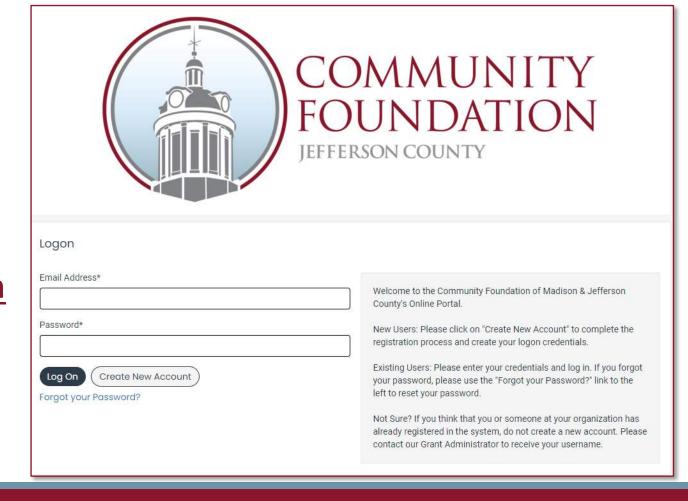
- **Grant Process Features**
  - Online electronic Grant Agreements
  - Multiple applications under one user for the organization
  - Final Report automatically attached to submitted application – no longer a separate application
  - Better grants committee experience
  - *NEW* Applicant Dashboard Layout
  - *NEW* Project Budget Fillable Table

Online Application Platform

Grant Lifecycle Manager
by Foundant Technologies

Please add
administrator@grantinterface.com
to your email contacts and Safe
Sender list!

Questions & Answers

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