

GRANT CYCLE WORKSHOP



COMMUNITY FOUNDATION OF MADISON & JEFFERSON COUNTY



Grant Cycle Workshop Agenda

- Introductions
- Community Foundation Basics
- Available Grant Cycles Overview
- G1K Grant Cycle Introduction
- CFMJC Competitive Cycle
 - Types of Funds Used
 - Guidelines, Criteria, & Priorities
- Putting Your Best Foot Forward
- Online Application Platform Info & Demo
- Q & A Time





Introductions



Bill Barnes
President & CEO



Kelly Miller
Finance & Program Officer



Kelley Hoagland
Marketing & Donor
Relations Manager



Community Foundation Basics





Available Grant Cycles

- **Women's Giving Circle Competitive Grant Cycle**
 - Annually opens on January 1
 - Deadline is end of January
 - This year's cycle has closed
- **G1K Program Competitive Grant Cycle - NEW**
 - Will annually open on April 1
 - Deadline is April 30, 2026 at 5pm
- **CFMJC Competitive Grant Cycle**
 - Annually opens on June 1
 - Deadline is August 4, 2026 at Noon



Be sure to mark these dates in your organization's calendar!



G1K Competitive Grant Cycle - **NEW**

- **G1K Program Basics**
 - Membership donations of \$1,000 are pooled to make ONE large-scale grant award to ONE nonprofit organization
 - Total grant dollars awarded based on number of membership dollars collected
 - Independent committee (are not G1K members) reviews applications and narrows to 5 finalists
 - Members vote and rank the finalist projects 1 (highest) to 5 (lowest)
 - Two grant awards will be made from 2026 charter memberships:
 - Grant A = June 2026 (approximately \$70,000)
 - Grant B = June 2027
 - First full membership grant will be made in June 2028



G1K Competitive Grant Cycle - **NEW**

- **G1K Program Competitive Grant Cycle Information & Eligibility**
 - Nonprofit organizations must:
 - Serve the residents of Jefferson County, Indiana
 - Be an IRS recognized 501(c)3 or 509(a) entity
 - 509(a) organizations include: churches, schools, hospitals, & government
 - Less restrictive criteria
 - Can ask for operational expenses
 - Grant period of up to 3 years
 - Grant recipient can apply for the CFMJC Competitive Cycle
 - Recipients cannot reapply for 5 years (Example: 2026 award = 2032 reapply)
 - Direct all grant communications to Kelly Miller



G1K Competitive Grant Cycle - **NEW**

- **G1K Program Competitive Grant Cycle Timeline**
 - Online application will open on April 1
 - Deadline is April 30, 2026 at 5pm
 - Committee Scoring begins May 1
 - G1K membership voting/ranking begins mid-May
 - Grant award notification in first week of June
 - Check presentation will occur on June 9
 - Public announcement of award on June 12



CFMJC 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, economic development

Approximately \$400,000 will be available in the 2026 cycle



CFMJC 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



CFMJC 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



CFMJC 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



CFMJC Grant Cycle Timeline

- Online applications open **every year on June 1st**
- 2026 Applications will be due on Tuesday, August 4, 2026 at Noon
- Information gathering sessions are generally held toward the end of August, if necessary
- 2026 Grants will be awarded at our Annual Report & Grant Awards Banquet on October 7



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 without proofreading.

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.



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 any 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. Transparency is good!

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



Online Application Platform

- **Highlighted Features**
 - Online electronic Grant Agreements
 - Multiple applications in the same cycle can be submitted for the organization by a user
 - Final Report automatically attached to submitted application – no longer a separate application
 - Better grants committee experience during review process
 - User dashboard helps keep track of approaching deadlines



Online Application Platform

Grant Lifecycle Manager
by Foundant Technologies

Please add
administrator@grantinterface.com
to your email contacts and Safe
Sender list! This is an auto-
generated email address, so please
do not email it directly.

The screenshot shows the login page for the Community Foundation of Jefferson County. At the top, there is a logo of a building dome and the text "COMMUNITY FOUNDATION JEFFERSON COUNTY". Below the logo is a "Logon" section with two input fields: "Email Address*" and "Password*". There are two buttons: "Log On" and "Create New Account". A link "Forgot your Password?" is located below the password field. To the right of the login fields is a text box containing the following information:

Welcome to the Community Foundation of Madison & Jefferson County's Online Grant Application Portal.

New Users: Please click "Create New Account" to complete the registration process and create your logon credentials. Be sure to add "administrator@grantinterface.com" to your email's Safe Sender list to be sure to receive emails from this system.

Existing Users: Please enter your credentials and log in. If you forgot your password, please use the "Forgot your Password?" link to the left to reset your password.

Not Sure? *If you have not submitted an electronic grant application since June, 2024, you need to create a new account.* Your pre 2024 credentials will not work for this new grant application platform. If you think that you or someone at your organization has already registered in the system, do not create a new account. Please contact Kelly Miller (812-265-3327) to receive further instructions.



Questions & Answers

Bill Barnes
President & CEO
812-274-0241
bill@cfmjc.org

Kelly Miller
Finance & Program Officer
812-274-0242
kelly@cfmjc.org

Kelley Hoagland
Marketing & Donor Relations Manager
812-274-0243
kelleyh@cfmjc.org