

# FUND FOR HUTCHINSON 2017 GRANT GUIDELINES

## OUR VISION

A thriving community where dreams are fulfilled through the power of philanthropy.

## OUR MISSION

Inspire philanthropy, collaboration and innovative leadership to strengthen our communities.

## CRITERIA FOR FUNDING PROPOSALS

### *Who can apply?*

Proposals must come from organizations that are exempt from federal income tax under Section 501(c)(3) and serve Reno County. Special purpose units of government may apply for support of innovative projects. Community groups who do not have a 501(c)(3) status may apply for grant awards if another tax-exempt organization acts as a fiscal sponsor. Grant proposals from individuals or non-qualifying organizations will not be considered.

Applicants must conduct business without discrimination on the basis of race, religion, gender, sexual orientation, age, marital status, disability, or national origin.

### *Which projects will be given priority in funding?*

#### **Need**

There is a demonstrable need for this project and the organization is in a key position to meet that need.

#### **Feasibility**

Projects that present a well thought-out strategy for achieving goals with a cost-effective budget.

#### **Collaboration**

Projects that leverage resources to optimize shared goals of multiple organizations.

#### **Effective Organizations**

Projects that expand or improve the effective services of established organizations.

#### **Outcomes Measurement**

Projects with reasonable and effective measurement or evaluation tools to demonstrate impact of outcomes.

#### **Innovation**

Projects that represent new and promising approaches to unmet community needs.

#### **Systems and Environment Change**

Projects that go beyond programming and into the policies, systems, and environments that create the structures in which we live, work, and play.

## FUND FOR HUTCHINSON GRANT CRITERIA

Our community's strongest assets are the thriving nonprofit organizations that strengthen and enhance the lives of the people they serve and our community's quality of life. Designed to strengthen Reno County's resilience and capacity, the Fund for Hutchinson is the unrestricted grantmaking fund that allows Hutchinson Community Foundation to address the ever-changing and diverse needs of Reno County communities.

The Community Foundation has made a commitment to investing in organizations as they build capacity to effectively deliver and sustain their mission now and into the future. Capacity-building should enhance a nonprofit's ability to have a positive impact on lives and increase its potential to make progress on our community's challenges. Projects may improve technology and information management systems, diversify the organization's revenue streams, facilitate marketing and communications plans, or fund feasibility studies, strategic planning, long-term planning, and succession planning. With our interest in addressing unmet needs and spurring innovation, the Fund for Hutchinson also funds program start-up, expansion, or evaluation.

Equally important, the Community Foundation is particularly interested in funding cross-sector and inter-sector transformational collaboration that links organizations in a way that strengthens the work of their collective vision and improves the system of services in Reno County. We want to support the transformation of innovative ideas into lasting, systems-level change in policies, processes, relationships, and power structures for improved efficiency and sustainability.

Grant awards have typically ranged from \$1,000 to \$15,000 but have averaged around \$5,000. With the creation of the Make It Greater grants for small projects that strengthen social capital and community identity, we expect the Fund for Hutchinson awards will increase in size. Multi-year proposals and larger requests will be considered, particularly for collaborations, innovations, and efforts around systems and environment change. Organizations may submit more than one application if the projects cannot logically be combined into one request. The Grants Committee may choose to partially fund an applicant's requested budget.

## PROCEDURE FOR SUBMITTING APPLICATIONS

A requesting organization must submit **11 printed, signed copies** of the completed, typed proposal. Organizations using a fiscal sponsorship must also submit **one copy** of the printed, signed Fiscal Sponsor Agreement. First-time applicants must also submit **one copy** of the organization's current IRS determination letter Section 501(c)(3). Paper-clip and three-hole-punch each copy; you may print double-sided. Do not staple or submit individual proposals in a folder or binder.

Proposals are due in the Foundation's office at the First National Center, 1 North Main Street Suite 501, by **noon on Friday, August 25, 2017**. Our mailing address is PO Box 298, Hutchinson, KS 67504-0298.

## TECHNICAL ASSISTANCE WORKSHOPS

Applicants are strongly encouraged to attend one of the grant-seeker information sessions to learn about Hutchinson Community Foundation grant processes and priorities. Dates and registration information are available at HutchCF.org.

## TIMELINE

Applications due August 25, 2017  
Awards announced at 4pm on November 16, 2017 at the Cosmosphere  
Grant period November 17, 2017 – December 31, 2018  
Mid-term grant report due July 1, 2018  
Final grant report due January 31, 2019