

Community Grants Program

Before You Begin

Deadlines for Applications: April 1st and October 1st

Applications must be submitted by midnight. Only complete applications will be considered for funding.

Funding Priorities:

Community Grants support the efforts of organizations that are located and providing services in the Texas South Plains Region. Our primary focus at this time is creating pathways out of poverty and alleviating the impact of poverty on individuals and families.

The Foundation strives to achieve impact through its Community Grants Program by supporting projects that contribute to:

- Promoting pleasant, livable communities with thriving and sustainable economies;
- Preparing the next generation for adulthood and promoting lifelong learning opportunities for all generations;
- Promoting self-sufficiency for vulnerable individuals and families; and
- Assuring that means are available to provide for the basic needs of individuals and families in times of trouble.

The Process:

After we receive your complete proposal, staff will reach out to you with additional questions, to set a site visit, or a Zoom interview. The CFWT Grants Committee will review and make final recommendations to the Board of Directors.

You will be notified of the Board's decision as soon as possible after the Board meeting at which your application is considered (typically two months after the deadline date). All grant recipients must report on the expenditure of grant funds and results of the supported project within one year of the award.

By submitting this application, you affirm that all information provided is true and factual.

The Foundation Does Not Typically Fund:

- Annual appeals, endowment funds, membership contributions or fundraising events
- Existing obligations, loans or debt retirement
- Long-term operating support
- Medical, scientific or academic research
- Political campaigns or direct lobbying efforts
- Operating and construction costs at schools or universities unless there is significant opportunity for community use or collaboration

- Projects that focus on the promotion of specific religious beliefs or construction projects of churches and other religious institutions
- Out of region travel for individuals, bands, sports teams, classes and similar groups.
- Grants to individuals or for-profit businesses

Reporting:

All grantees are required to submit a Final Report within one year of the grant award. A Final Report link will be available on your account page for each grant awarded. Future grant awards are conditioned upon the receipt of complete reporting. In some cases, it may be appropriate to submit a Progress Report. If this is the case, you will be notified by Foundation staff and a link will be made available on your account page.

If you have any questions about the application process please contact:

Denise Oviedo
 Director of Grants and Scholarships
 Phone: 806.762.8061
 Email: denise@CFWTx.org

Applicant Information

Community Grant Program - Application for Funding

Organization Information		
Organization Name		
Tax ID/Employer Identification Number		
Mailing Address	City	State TX
Zip Code		
E-mail Address	Phone	
Extension		
Background and Mission		

What year was your organization established as a nonprofit?

Annual Budget

Total Budget for All Organization Activities in the Texas South Plains Region

Web Address

Are you a United Way Agency?

Organization Primary Contact (generally this will be the CEO, President or Executive Director)

Prefix First Name Last Name

<None>

Suffix

<None>

Title Office Phone Extension

Alternate Phone/Mobile Phone

E-mail

DRAFT APPLICATION -
online application available at
www.cfwtx.org

Proposal Summary

Community Grants Program - Application for Funding

Project Contact

Prefix First Name Last Name Suffix E-mail Office Phone

<None>

<None>

Extension

Alternate Phone

Project Information

Project Title **Project Budget**
total amount budgeted for this project

Request Amount
total amount requested for this proposal

Project Start Date **Project End Date** **Type of Support** **Geographical Area(s) Served**
Primary and Secondary (if applicable)

Number Served (Projected number of individuals impacted *for this project*)

Program Area **Age Group Served**
Primary and Secondary (if applicable) Primary and Secondary (if applicable)

What year was the project you are applying for established? **Primary Population Served**

Project Summary
Please provide a brief summary (150 words or less) of the project purpose and proposed activities. Detailed information should be provided in your proposal narrative attachment.

Tell a story that demonstrates the impact of the proposed program or project on an individual or family. This should be a story about someone already impacted by your project, or if a new project, how you envision someone being impacted.
(300 words or less)

How many grants in the last 6 months have you applied to/received funds?
Please include name of funder, date requested/received/status, amount, and purpose

If you were to receive partial funding or no funding, could you still complete the project?

Have you utilized our Funding Library to seek additional funds for your organization?

Attachments

The following documents must be uploaded as attachments to complete your application. Please "choose file", choose your document, then hit "upload" to attach the document.

Proposal Narrative (Please bullet or highlight each item to ensure each description is answered).

This document should be no more than four pages and should include:

- a detailed description of the need for this project and the specific actions that will be taken;

- projected number to be served and who the population is you are serving;
- specific use of funds requested - a detailed list by items is required for the project budget to be attached;
- a list of other funders you have received funds from or are seeking funding from for this project;
- a list of other partners in the project and their roles; and
- a timetable for implementation including major events, activities and when they will take place.

Project Budget

Detailed revenue and expenses for this project and specific use of funds requested.

If large appliances or equipment is part of your request, please include three bids or the reason you are not able to secure three bids.

Organization Budget - Projected and actual revenue and expense line items for current fiscal year.

A Sample Budget Template is available online at <https://www.cfwtx.org/current-grant-opportunities>

IMPORTANT: If your organization is an affiliate or division of a larger organization, PROVIDE ONLY INFORMATION RELATED TO YOUR LOCAL/DIVISION LEVEL OPERATIONS.

Current Financial Statements

Most recent month end Statement of Financial Position and Statement of Financial Activities

Most Recent YEAR END Financial Statements

Most recent year end Statement of Financial Position and Statement of Financial Activities

Most Recent IRS Filing (Form 990)

Board Roster

List of Board Members including employment affiliations, race, gender and contact information.

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