2021 Community Grants

Community Foundation of South Puget Sound

Community Foundation Grants Platform Notes

Tips for using the online grants platform:

- Character limits include spaces and punctuation

- To work on your application in a language other than English, please use the "Select Language" drop down button in the top left corner to activate Google Translate (it takes a few minutes to reload page)

- While there is an autosave feature, double check for a "Save" button at the bottom of the page before closing your browser

- The size of text boxes may be adjusted by dragging the lower right corner

- Required fields are indicated with an asterisk *****

- To create a PDF version of your completed application that you can save and/or print, click the "Application Packet" button at the top of the page

- Click on the "Questions List" button in the upper right hand corner to view the application instructions and questions in PDF form

- Double check formatting and character count after copying/pasting from Word, as there are software differences that can cause an error in how your application appears on the grants platform

Additional information

If you have any questions, accessibility issues, or need help with language translation, please contact Melissa Rosscup (mrosscup@thecommunityfoundation.com or 360-705-3340) for assistance.

Grant Profile

Mission Statement*

What is your organization's mission statement?

Character Limit: 500

Organizational Focus Area*

Choose the selection that most closely represents your organization's mission.

Choices

Arts and culture

Community and civic engagement
Economic opportunity
Education and youth
Environment and animal welfare
Health and wellness
Housing and human services

Secondary Organizational Focus Area(s)

Choose any additional focus areas that align with your organization.

Choices

Arts and culture
Community and civic engagement
Economic opportunity
Education and youth
Environment and animal welfare
Health and wellness
Housing and human services

Primary Service Area*

The Community Foundation supports activities that benefit the residents of Thurston, Mason, and Lewis Counties. Indicate the primary county your organization serves.

Choices

Lewis
Mason
Thurston

Secondary Service Area(s)*

Indicate any additional counties your organization serves. Select N/A if the proposal will only serve the primary county selected above.

Choices

Lewis
Mason
Thurston
Other
N/A

Other

If you selected "other" please describe additional areas of service.

Character Limit: 250

Fiscal Sponsorship*

The Community Foundation of South Puget Sound generally makes grants to 501(c)(3) public charities. If your organization or group is not a 501(c)(3), you must secure a fiscal sponsor to apply. Please choose the option below that best describes your organization.

Choices

501(c)(3)
Fiscally sponsored by a 501(c)(3)
Other

Nondiscrimination Policy*
Does your organization have a nondiscrimination policy that aligns with the Community Foundation's nondiscrimination requirement?

Community Foundation Nondiscrimination Policy
The Community Foundation of South Puget Sound does not discriminate on the basis of race, ethnicity, religion, gender, gender identity or expression, sexual orientation, disabilities, age, status as a veteran, national origin, or any other protected classes. Applicants for the Community Grants program must hold similar standards in the provision of services.

Choices
Yes
No

Population(s) Served (Optional)
Does your organization have a special emphasis or focus on a specific population?

The purpose of this question is to help us better understand who our nonprofit partners serve, in part to identify patterns, needs, and gaps in our grantmaking. If your primary focus includes more than one population, please select all categories that describe your primary focus populations. It is fine to choose "General population" if you do not have a special emphasis or focus on any specific population(s).

Choices
Black, Indigenous, and/or other People of Color (BIPOC)
Children/Youth (0 - 18)
Formerly or actively incarcerated people
General population
Low-income
People experiencing homelessness or houselessness
People living with disabilities
People struggling with substance abuse or dependency
People who identify as LGBTQ+
Refugees, immigrants, migrant workers, and/or undocumented persons
Rural residents
Seniors
Survivors of domestic and/or sexual violence and/or child abuse
Veterans
Other

Additional Populations Served (Optional)

We realize the above population list is not comprehensive. If you selected "Other" in response to the question above, please share more details or list additional populations your organization primarily focuses on that were not included above.

Character Limit: 500

Participation (Optional)

How many unduplicated persons did your organization serve last year? *We know many nonprofits are not able to track participation. We are comfortable with an estimate and appreciate additional brief comments or context to help us understand the scope of your work.*

Character Limit: 500

Organization Leadership (Optional)

Is your organization led by any individual(s) who identify as one or more of the following? This could include an executive director, program/service director, and/or executive committee level board leaders. If so, please select all that apply.

The purpose of this question is to better understand racial equity, gaps, and representation in our grantmaking and to inform future capacity building, leadership development, and community engagement opportunities.

Choices

Asian (including Middle and East Asian)
Black or African American
Hispanic or Latinx
Native American, Indigenous, and/or Alaska Native
Native Hawaiian or other Pacific-Islander
Other race, ethnicity, or origin
Two or more races
White

Additional Information (Optional)

Is there anything more you would like to share about your organization's commitment to equity, inclusion, or justice; diversity among the population(s) you serve; or representation among your organization's leadership?

We recognize that many organizations, including ours, have different understandings and approaches when it comes to identifying and eliminating barriers to a more inclusive and just society or creating a greater sense of belonging for all people in our communities. We ask this optional question in humility. The purpose of this question is to give you the opportunity to share more about where your organization is at if you wish. If you are engaged in any efforts or learning related to increasing equity or if your organization actively engages those most affected by the issues your mission seeks to address, you may note that work here.

Character Limit: 1000

Funding Request

Most grants will be unrestricted

"Unrestricted grants" refers to an investment in a grantee's mission, rather than specific projects or programs. It allows grantees to use funds as they see fit to reach their goals-such as salaries and overhead, technology, or a marketing campaign. To qualify for unrestricted grants, an organization's headquarters must be based in Thurston, Mason, or Lewis County and must meet all other eligibility requirements posted in the 2021 Community Grants Guidelines.

We will accept applications from organizations with a regional or statewide geography but your application should clearly demonstrate how grant funds will be used for programs and services within our geography. We will accept applications for programs run by religious organizations if the program meets a critical need in the community and does not require religious participation. Organizations who qualify for one of these exceptions must meet all other 2021 Community Grants Guidelines.

Amount Requested*

Award amounts will not exceed $5,000

Character Limit: 20

Use of Funds in Thurston, Mason, or Lewis County*

Can your organization confirm the ability to use 100% of awarded funds in Thurston, Mason, and/or Lewis County?

Choices
Yes
No
Unsure

2020 Grant Report*

If you received a grant from the Community Foundation in 2020, a grant report or site visit is required before submitting an application for 2021.

Have you submitted a 2020 grant report or had a site visit with Community Foundation staff? If you did not receive a grant in 2020, please select N/A.

Choices
Yes
No
N/A
We have arranged for an extension for our 2020 grant report

Grant Reporting Options*

If approved for funding, would you like to be considered for a site visit by the Community Foundation in lieu of a written grant report during the 2022 calendar year?

Note: Reporting option can be changed through Spring 2022.

Choices

Yes, my organization would like to be considered for a site visit.

No, my organization would prefer to complete a written grant report.

May we share this proposal with other potential funders?

Choices

Yes

No

Narrative Questions

Organization Overview*

Briefly describe how you carry out your mission.

What are your organization's primary activities, programs, and/or services? How do these programs and/or services contribute to your organization's overall mission?

Character Limit: 5000

Impact*

Briefly tell us about the outcomes and impact of your work. How does your work benefit our communities or make a difference here in the South Puget Sound? What does your organization hope to accomplish this year?

Responses can be high level, such as a few goals, highlights, or information you would report on in your annual report or year-end summary for your organization.

Character Limit: 5000

Community Partnership and Collaboration*

Share at least one brief example of a partnership or collaboration your organization has had with other entities in Thurston, Mason, and/or Lewis County within the last two years. What are/were you able to accomplish because of your partnership or collaboration that you would not be able to do alone?

Character Limit: 5000

Accountability*

Tell us how the communities or people you serve are involved in your programs, services, projects, and organization. How do you ensure your organization's programs and services are designed appropriately for the people you hope to impact? Can you give a brief example of a time you made a change based on feedback from your community?

This may include, but is not limited to participant feedback, surveys, shared community learning, annual reviews, and/or input from community leaders.

Character Limit: 5000

Needs and Opportunities (Optional)

The Community Foundation is always interested in learning more about what is going on in our communities. Is there anything you would like to share with us about specific needs or opportunities you are currently seeing among the communities or populations you serve?

Character Limit: 5000

Supporting Documents

Organizational Budget for Current Fiscal Year*

Upload a copy of your organization's current budget.

File Size Limit: 3 MB

Organization Actuals for Last Completed Fiscal Year*

Upload a balance sheet or an income statement from the last fiscal year.

File Size Limit: 3 MB

Budget Narrative (Optional)

Use this space to share additional information or explanation of your budget. Additional funding sources may be listed here.

Character Limit: 2000

Last Audit*

What is the date of your organization's most recent audited financial report? If an audit has not been conducted, please briefly explain why.

We understand that an annual audit may be unnecessary or cost prohibitive for many smaller or less resourced organizations. Such instances will not negatively impact considerations of your application.

Character Limit: 500

Current Board Members*

Please upload or type in the list of your organization's current board members and their affiliations.

Note: Your organization must have at least three board members to be eligible for a Community Grant.

Character Limit: 2500 | File Size Limit: 1 MB

Additional Information (Optional)

Is there any additional information you would like us to know? The purpose of this question is to recognize that not everyone's work fits into the same boxes. If you feel the above questions have allowed you to share enough, *you are welcome to skip this question*. If there is more you would like to share, please use this space however you wish.

You may also upload additional files here if you like. This may include participant testimonies, event photos, current projects, and historical context of your organization. If multiple supporting documents or images need to be uploaded, please condense into a zipped file or a combined PDF.

Character Limit: 2500 | File Size Limit: 10 MB

Declarations

By submitting this grant application, you agree to the following:

1. I have read the 2021 Community Grants Guidelines

2. I understand that my request may not be funded or may only be partially funded

3. The information above is true and correct to the best of my knowledge

I agree to the declarations above*

Type your full name below

Character Limit: 100

Application Form Feedback

Application Form Feedback (Optional)

We value feedback from applicants as an important part of improving our work and processes. We review feedback periodically and make adjustments to our instructions, processes, and website accordingly.

Please use this space to share any feedback you may have regarding the application process and our online system. To provide feedback anonymously, please submit a review on GrantAdvisor.org.

Character Limit: 2500