

Community Foundation of Orange and Sullivan

30 Scott's Corners Drive, Suite 203

Montgomery, NY 12549

T (845) 769-9393 F (845) 769-9391

admin@cfosny.org www.cfosny.org

The Community Foundation of Orange and Sullivan is a public charity unlike any other in our area. We exist not to support a single organization, but to address the broadest range of charitable issues by building an endowment that serves as a perpetual source of community capital. We connect people who care with causes that matter and we serve people of all means.

To donors, the Community Foundation represents an effective and innovative giving vehicle, one that combines maximum tax savings with maximum flexibility and the opportunity to make a difference right here at home in and around Orange and Sullivan County... and beyond.

To other charitable organizations, the Community Foundation represents the source of grants whose sole purpose is to improve the quality of life in our region.

Perhaps most important of all, the Community Foundation is the link between donors and other charitable organizations, and between donors and those students who receive grants from scholarship funds which are established through the Foundation. Most charitable funds within the Community Foundation, with the exception of scholarship funds, were established by donors who designate the grantee or advise the Foundation annually about nonprofits they wish to support.

MAKE A DIFFERENCE FUND

Funding Priority:

Funding priority will be given to tax exempt organizations located in Orange County and Sullivan County, New York that provide programs or services for children of low-income, disadvantaged or distressed families.

Focus Area:

For 2017, the Make A Difference Fund will give consideration to programs or services that have a focus on Food and Nutrition. Below are the focus areas for the next three years:

- 2018 – Science and technology
- 2019 – Wellness/Recreation/Exercise
- 2020 – Arts
- 2021 - Environment

Eligibility:

The following organizations are eligible to apply for grants: Tax exempt organizations located in Orange and Sullivan County.

Please note that grants are not given to support:

- Endowment Funds.
- Organizations that received a Make A Difference grant within one (1) year.
- Projects that influence specific legislation or election campaigns.

- Academic or medical research.
- Private education and religious organizations except for programs that serve broad community needs.
- Retroactive funding for projects that have been completed or will be completed prior to the grant award date.
- Fundraising events, the purchase of tickets for benefits, courtesy advertising.
- Replacement of governmental or other public funding except for grants bridging periods before anticipated funding.
- Higher education scholarships
- Employee compensation

Awards:

In 2017, the Community Foundation of Orange and Sullivan will consider two (2) grants of up to \$1,500 and two (2) grants of up to \$1,000. Two (2) to an Orange County Nonprofit Organization and two (2) to a Sullivan County Nonprofit Organization.

Application: Attached.

Deadline:

Applications must be received by August 1, 2017. Awards will be announced in November.

Questions:

Cindy Paris, Program-Finance Assistant at (845) 769-9393 or cindy@cfosny.org

Sarah Pruschki, Communications Associate at (845) 769-9393 or sarah@cfosny.org

Stacey Muller, Finance Manager at (845) 769-9393 or stacey@cfosny.org

Criteria:

Each application will be reviewed based on the following criteria (An agency is not eligible to receive a grant if they received the Make A Difference grant the previous year):

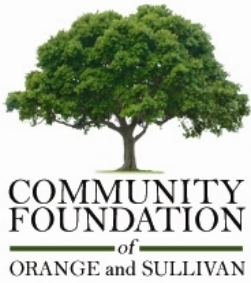
- **Fit with mission:** Does the proposed project/program fit with the mission and priorities of the Make A Difference Fund?
- **Effectiveness:** How well does the request describe how it addresses the funding priority of the Make A Difference Fund?
- **Applicant:** Does the applicant have a reputation for implementing quality programs? Does the applicant have the staff/resources to execute the project?
- **Number of people served:** How many individuals will be served by this project? If only a few will be served, is it likely that the learning from this project will provide greater benefit for the future?

Review Process:

All applications will be rated upon the criteria listed above and reviewed by the Distribution Committee of the Community Foundation. This committee is comprised of Board and community members representing all areas of Orange and Sullivan County. All recommendations are reviewed, approved or declined by the Board of Directors of the Community Foundation.

Submit completed applications electronically to:

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MAKE A DIFFERENCE FUND GRANT APPLICATION FORM

501(C)(3) ORGANIZATION INFORMATION

Name as it appears on 501(c)(3) Determination Letter:

Street Address:

City:

State:

Zip:

Phone No:

Fax No:

CEO's Name:

CEO's E-mail Address:

Fiscal Year (*Month & Day*): From ____/____ to ____/____

Description of Organization: (attach a separate sheet of paper as necessary)

I certify that all information included in this application packet is accurate and complete.

Original Signature of CEO:

Typed Name of CEO:

Date:

PROJECT INFORMATION

Contact Person:

Title:

Phone No:

Fax No:

E-Mail:

Name of Project to be Funded:

Program Summary: (attach a separate sheet of paper as necessary)

Primary City/Town Served:

Target Population:

Amount Requested:

Total Program Budget:

Program Start Date: ____/____/____

Program End Date: ____/____/____

Where do the Project/program beneficiaries live?
(Total must equal 100%)

Orange
County: _____%

Sullivan
County: _____%

Other: _____%

ORGANIZATION

Alternate name your organization may go by:

Mailing Address for 501(c)(3) organization if different from street address:

Web address:

GRANT APPLICATION CHECKLIST

SUBMIT A COMPLETE SET OF THE FOLLOWING (electronically to admin@cfosny.org)

_____ **2 Page Grant Application**

_____ **1-2 page narrative.** The narrative must address each bulleted item:

- Program
- Need for Program
- Clearly describe how program fits with mission of Make A Difference Fund
- Qualifications and role of personnel
- Number of people impacted and how they will be impacted

_____ Complete **program budget** must include income and expenses. Please indicate which sources of income are pending and which are secured. If applying to other foundations please indicate which foundations and the status of your application with them – pending, secured.

_____ List of **governing board for 501(c)(3)** organization with names and affiliations (i.e. profession, community represented)

_____ Current, board approved, **annual operating budget for the 501(c)(3)** organization for the current fiscal year reflecting projected income and expenses.

SUBMIT ONE (1) SET OF THE FOLLOWING:

1. **Current IRS 501(c)(3) Determination Letter(s).** Name and address must be current.
2. **501(c)(3) Organization's most recent audit/review, including management letters.** The audit must reflect the organization's most recent fiscal year or be accompanied by a copy of the board approved income and expense statement for the most recent fiscal year. If your organization is not required to complete an audit/review, a copy of the board approved income and expense statement for the most recent fiscal year is acceptable. **Please do not include IRS Form 990.**
3. **Outstanding grant report(s)** if applicable.

CONTACT INFORMATION

Complete applications can be submitted electronically (preferred), mailed, faxed or hand delivered to the following:

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