



Fund for Women of the Southern Tier, Inc. Nonprofit Grant Guidelines

The Fund for Women of the Southern Tier, Inc. exists to help girls and women achieve economic self-sufficiency and realize life goals.

The Fund for Women of the Southern Tier, Inc. accepts proposals from nonprofit organizations providing programs and services that focus on the education and/or health of women and girls.

WHO MAY APPLY?

Applicants must be registered 501(c)(3) organizations. The Fund for Women's geographic area is defined as the greater Southern Tier (Chemung, Schuyler, Steuben, and Yates counties).

Proposals from faith-based organizations will only be considered if: (1) service benefits all, regardless of religion; (2) service provided is not religious in nature; and (3) there is no proselytizing associated with the service. Characteristics of eligible grant funded programs/projects include and must demonstrate that they are:

- open and accessible to the greater community
- open to all regardless of religious affiliation
- available to low-income or underserved individuals

HOW DO YOU SUBMIT A PROPOSAL?

The Fund for Women of the Southern Tier, Inc. accepts grant applications from nonprofit organizations once per year. Organizations applying for funding are required to complete the online application form. Application attachments can also be uploaded through the web portal. For your convenience, a checklist of application requirements is located at the end of these guidelines. All applications must include a completed project budget and expense form. This form is a fillable PDF and is found on the Community Foundation website. You will have to upload this form into the online grants system. Applications are to be submitted through the online grant management system – www.communityfund.org/fund-for-women-grants

WHAT ACTIVITIES ARE NOT ELIGIBLE FOR FUNDING?

Organizations may not submit more than one application for funding at a time. The Fund for Women generally does not make grants for the following:

- Annual campaigns, special event fundraisers or sponsorships
- Religious purposes
- Political or partisan purposes
- Activities taking place before grant decisions are made
- Trips for schools or clubs

- Deficit funding or debt retirement

NOTICE OF GRANT DECISION

Applicants will be notified of approval or declination by letter following the Fund for Women of the Southern Tier and the Community Foundation's Board of Directors meetings.

An unsuccessful application does not reflect a judgment about the worthiness of a particular project. The Fund for Women of the Southern Tier routinely receives more requests than it can fund. If your request is denied, we encourage you to contact the Vice President of Programs to discuss specific reasons.

DEADLINE & DECISION SCHEDULE

Application Deadline	Notification
March 1	May

EVALUATING PROGRAMS AND PROJECTS

The Fund for Women of the Southern Tier is interested in the impact of its grantmaking. Your results will be summarized with those of other grantees to help the Fund understand the overall impact of our grantmaking. All grant recipients are therefore required to provide the Fund for Women of the Southern Tier with a year-end follow-up report. Reports should detail how dollars were expended and what outcomes were achieved by the project (as indicated by the grantee evaluation plan). You will be asked to compare the original outcomes and data collection methods that were listed in the application to actual outcomes and data collection methods that took place throughout the grant period.

APPLICATION SUPPORTING DOCUMENTS CHECKLIST

Applications and attachments can be submitted through the online application portal at www.communityfund.org/community-grants

Attachments (these materials must be uploaded through the online application portal)

- IRS Letter of Determination or W-9
- List of your Board of Directors and their Occupations
- Resumes of Key Project Personnel & Contractors
- Mission Statement and Policy Statement on Nondiscrimination
- Program/Project Budget for the grant you are requesting
- Current year operating budget (Projected Support and Expenses)
- School Demographics Budget if you are a private or tuition based school
- Two vendor quotes (for capital expenditure requests only)
- Other Supporting Documents - Brochures or newspaper clippings (optional)
- Letters of support (optional)

FOR MORE INFORMATION

Please contact the Vice President of Programs at sep@communityfund.org or by calling 607-739-3900.