

Capacity Building Grants

The Community Foundation recognizes there is more to a nonprofit than the programs it offers to the community. By helping to improve infrastructure at the organizational level, capacity building grants can strengthen nonprofits by improving their core systems and operations to effectively carry out their mission. While capacity-building can take many forms, the following areas of focus will be considered for funding:

1. Advancement of Technology

- To support software and other technology upgrades that are *crucial* to an organization's operations, including, but not limited to the following:
 - Financial software
 - Donor management software
 - Enhanced Cybersecurity
 - New or the replacement of aging technology equipment (i.e. computers, laptops, printers) that is not already included in your typical budget.

2. Digital Marketing

- Provide support for the creation of high-quality digital content such as testimonials and short videos that "tell your story".
- Provide support to update/revamp a current website to improve functionality and to attract and maintain donor support.
 - For Organizations that are part of a national or state organization, your website must be completely separate from that organization's website with a separate website address and not be linked to the national or state website.

3. Improving Financial Health

- For costs related to an organization acquiring its *first* independent audit.
 - Request must be for Audited Financial Statements from an independent audit firm and not for 990's or other tax filings, reviews, compilations, or agreed upon procedures.

Eligibility Requirements:

- Be in existence as a 501c3 nonprofit, tax-exempt organization for *at least two years* from the date of incorporation.
- Must be located in and serving the cities of Martinsville, Roanoke, and Salem, and the counties of Botetourt, Craig, Franklin, Henry, Patrick, and Roanoke. To be "located in" means to have a physical office in one of the areas noted above.
- If awarded a grant, organization must wait three years before apply again for the same grant opportunity.
- Must be able to expend the grant funds within one year from the date of the grant.

- Colleges/Universities, Public/Private Schools, Governmental Agencies, and Churches are not eligible to apply for a Capacity Building Grant.
- Must be able to provide bids/quotes from vendors to submit with the application.
- Applicants will be required to match at least 20 percent of the amount of funding requested. No part of the grant request is to include in-kind gifts or be allocated for administrative overhead costs.

Grant Size: Since this is a new grant opportunity, there is no typical grant size.

Evaluation Criteria:

- **Mission:** The organization's mission and impact is valuable to the communities it serves.
- **Impact of Capacity Building Project:** The organization clearly identifies the area of capacity that the project will improve and its benefit to the organization's ability to fulfill its mission.
- **Readiness:** The organization demonstrates that this is a good time to undertake the project. It must also show that the organization has carefully thought out the total cost of the project including the gathering of estimates/bids from vendors.
- **Project Plan:** The capacity-building project plan is clear and achievable, with clear and measurable goals.
- **Leverage:** The organization engages and utilizes other resources such as funding sources, volunteers, and community partnerships.

Applications accepted: Once a year

Applications Open: March 1, 2024

Application Deadline: By 4:00 p.m. on April 18, 2024

Grant Decisions Made: May