



INFORMATION AND GUIDELINES

The Communities of Coastal Georgia Foundation (CCGF) is pleased to announce its 2019 competitive grant cycle. The application cycle begins in January and awards are announced in early June. Funding for the competitive grant cycle is made possible through the Foundation's Community Impact Fund, which is supported by the Founders and Fundholders.

FOCUS

1) **Programs serving at-risk youth and which specifically address one of these areas:** Early Childhood Literacy and/or Quality-Rated Child Care; Teen pregnancy and births to unwed young mothers; Juvenile Crime and Gang Activity; High School Graduation and Workforce Readiness; Youth Development and Innovative Education Strategies; or Risk Reduction, including child protective, substance abuse, and/or mental health services.

2) **Services that concentrate on parenting, job skills and financial security for adults.**

Grant proposals may request funding up to \$5,000.

Prospective applicants are welcome to discuss their proposal with us prior to submitting the application. Let us know as well, if you have issues with the application form. Contact Ellen Post for assistance: 268-2561 or epost@coastalgeorgiafoundation.org. Note: CCGF staff do not vote.

Upon the Foundation's receipt of your Grant Application, you will be notified by email indicating that we received your submission. CCGF staff may contact you for additional information or to arrange a meeting with representatives of your organization for a site-visit. Not all applicants will be scheduled for a site visit. The notice of grant decision will be emailed to applicants in early June. Please note that an unsuccessful application does not reflect on the worthiness of a project. CCGF receives more requests than it can fund.

2019 GRANT CYCLE TIME TABLE:

JANUARY 2 -	GRANT CYCLE OPENS
FEBRUARY 28 -	GRANT PROPOSAL DEADLINE
APRIL - MAY	SITE VISITS SCHEDULED
JUNE -	NOTIFICATIONS

ELIGIBILITY: The Foundation invites applications from non-profit, public charities and educational institutions serving the citizens of **Glynn, McIntosh, and/or Camden Counties**. Governmental agencies, religious, and civic organizations will also be considered if the grant is to be used strictly for charitable purposes as defined by the Internal Revenue Code, Section 170.

Requirements:

- Current I.R.S. determination letter;
- Registered as a nonprofit with the Georgia Secretary of State;
- Service to residents in the counties of **Glynn, McIntosh, and/or Camden Counties;**
- Board of directors with representation from the community/communities served;
- Annual plan and budget;
- Audited financial statements for the last fiscal year if annual budget is greater than \$500,000, or a review by an independent, certified public accountant if annual budget is less;
- Fulfilled reporting requirements of prior CCGF grants (**2018 recipients must provide a final report prior to submission of a 2019 proposal**); and
- Documentation of some matching support.

Only one proposal may be submitted per applicant organization.

Preference will be given to those projects and programs that:

- Show collaboration
- Show ability to mobilize diversified financial support and in-kind support and volunteers to sustain the program
- Document the need they seek to address using quality research methods
- Offer innovative strategies and creative solutions without duplicating services
- Demonstrate past performance in delivering quality service to the residents of more than one county in the service area

Funding will not be considered for the following activities:

Retroactive funding (project dates must occur after June 2019)

Capital Building Campaigns	Annual fundraising campaigns
Advocacy or lobbying efforts	Grants for religious activities
Endowment	Grants to individuals
Debt or deficit reduction	International NGOs
Medical or academic research	Grants for re-granting

Report: Grants are awarded for a 12-month period, July through June. All successful grant recipients are required to provide the Foundation with a final report no later than 30 days after the 12-month grant period. Report guidelines and a copy of the report form will be furnished at the time the grant is made.

Note: 2018 Grantees will be required to submit an interim or final report prior to submission of a 2019 proposal.

Publicity and Media Coverage: CCGF will issue a press release immediately after the awards are announced. Agencies are encouraged to undertake their own publicity after receiving a grant. The Foundation appreciates photographs, publications and videos of funded projects to use in its promotion/publicity.

2019 Community Impact Grant Application

Deadline February 28

You can save this form to your computer. Applications MUST be submitted and received by the deadline. Complete all questions and be sure to review instructions. If responses don't fit in the space provided, please add a page to the document with the question number and continue your response. We ask however, that you be as brief as possible.

1. Legal Name of Organization: _____
2. Tax ID # (FEIN): _____
3. Mailing Address: _____
4. Physical Address (if different): _____
5. Executive Officer: _____ Title: _____
Phone: _____ Email: _____
6. Contact or Project Coordinator (if different): _____
Title: _____ Phone: _____ Email: _____
7. Are you a 501(c)(3) organization? _____ Government entity? _____
8. Are you currently registered with the GA Secretary of State as a nonprofit? _____
9. Are you currently registered with the GA Secretary of State for charitable solicitation? _____
10. Mission Statement:

11. Focus Area: (Proposals must address at least one of the grantmaking priorities). Please check all that apply:

Programs serving at-risk youth and which specifically address one of these areas of focus:

Early Childhood Literacy and/or Quality-Rated Child Care

Teen pregnancy and births to unwed young mothers

Juvenile Crime and Gang Activity

High School Graduation and Workforce Readiness

Youth Development and Innovative Education Strategies

Risk Reduction, including child protective, substance abuse, and/or mental health services

Services that concentrate on parenting, job skills and financial security for adults.

12. Amount Requested: _____ (no more than \$5,000)
Total Project Budget (include matching resources) _____
13. County(ies) served by program/project:(select only those which are directly served by this program): Camden Glynn McIntosh
14. Estimated Number to Be Served: _____
15. Proposed start date (no earlier than July 2019): _____ Completion date: _____
16. Is this a new or ongoing project? _____
17. Project name and synopsis of what the grant will fund (***no more than 2 sentences***):
18. Describe the Project/Program goals and objectives/ substantiate statement of need using relevant data
19. Describe the Project/Program activities and timeline that will drive/accomplish these objectives:
20. Describe the evaluation methods that will be used to determine and measure outcomes and how you will determine whether the goals and objectives have been met.

21. Governance information:
- a) How many board seats does your organization have?
 - b) How often does your board meet?
 - c) Are any members of the staff related to members of the board?
 - d) If yes, please describe:
 - e) What % of the board contributed financially in the past 12 months?
 - f) Do you have a multi-year strategic plan approved by the board?
 - g) Do you have an annual operating plan and budget approved by the board?
 - h) How often is the Chief Executive reviewed and by whom?
22. If this is a collaborative project provide a letter of support from collaborative partners and describe how the organizations will be working together to address the identified needs:
23. Project Budget Summary: Complete the form below, providing a detailed line-item budget for the project and comprehensive list of funding sources (including monies already received) associated with the proposed project. If applicable, include in-kind donations/non-cash support. Total expenses should not exceed total project funding. If the project is ongoing, please provide an explanation of how it will be funded in the future:

Project Budget

<u>Item Description</u>	<u>Amount Requested</u>	<u>Amount from Other Source</u>	<u>Total</u>
Project Totals			

List other Funding Sources anticipated for this project (see 2nd Column Above)

<u>Funding Sources</u>	<u>Amount</u>	<u>Status</u> (ie., pending, received)
Project Totals		

SIGNATURES:

_____ DATE

EXECUTIVE OFFICER/CEO

_____ DATE

BOARD CHAIR

REQUIRED ATTACHMENTS:

- List of Board of Directors and Officers, with affiliations
- Current Operating Budget
- Balance Sheet (most recent fiscal year)
- Annual Report (if available)
- Most recent IRS 990 or 990n (identify whether there were any deficiencies or material restrictions cited)
- Audited financial statements for the last fiscal year if annual budget is greater than \$500,000, or a review by an independent, certified public accountant if annual budget is less. (call if questions)
- Collaboration between agencies or schools must include a Letter of Support from the executive(s) of the partnering organization(s) or the principal of the school

Ellen Post, Grants/Operations Manager

epost@coastalgeorgiafoundation.org

Phone: (912) 268-2561 Fax: (912) 268-2316

Mail: 1626 Frederica Road, Suite 201, St. Simons Island, GA 31522

www.coastalgeorgiafoundation.org