

Granville Community Foundation

Grant Application Procedure

Starting in 2022

In an attempt to secure private, charitable funds to improve the quality of life of the greater Granville, NY community, the Granville Community Foundation (GCF), a regional affiliate of the Glens Falls Foundation (GFF) (www.glensfallsfoundation.org) will evaluate local needs and opportunities and look to fund projects that address the areas of community development, education, art & culture, environment, health, or social needs and that:

- represent an innovative, start-up effort or are capital in nature (e.g., construction, renovation, equipment)
- promote cooperation among agencies without duplicating services
- obtain the necessary additional funding to implement and maintain the project
- are for the benefit of citizens residing in the communities that comprise the Town of Granville, Washington County, New York
- strengthen or improve agency self-sufficiency or efficiency
- yield substantial community benefits for the resources invested
- serve a broad segment of the community
- encourage additional and permanent funding or matching gifts from other donors
- are managed by nonprofit organizations, including churches, schools government agencies and community groups with a 501(c)(3) non-profit status. (Applications from religious organizations, for a non-religious purpose, will be considered. Grant proposals from religious organizations for a religious purpose, and proposals to fund scholarships for individuals, will not be considered.)

Organizations seeking a grant are invited to submit a letter providing information on the proposed use of the funds, as follows:

1. Overview: Background information on the organization including a brief history, a description of the activities or services carried out by the organization, and a list of officers, directors, and board members.
2. Purpose of Request: (a) A detailed description of the proposed project including the need the project is intended to address, (b) the scope of the project in terms of goals and objectives, impact on area residents and who, specifically, will benefit, (c) the plan of action and a timetable, the time period to be covered by the requested grant, (d) the amount of the grant requested (e) the benefits to be derived and how success will be determined/evaluated, and (f) the groups/ individuals who have agreed to manage the project.
3. Finances: Provide a current budget of the organization/cause, and if applicable, a budget for the project, showing sources of other funding and the use of funds. Grants for general operating expenses are discouraged.
4. Supporting Documents: Exhibits consisting of media stories, photos, support letters, references, brochures, are welcome if they are appropriate.
5. Length: Application should not exceed 12 pages, with enclosures.
6. Consideration: The Granville Community Foundation will review grants up to two times per year. Grants must be submitted to administrator@glensfallsfoundation.org by the 1st of February and 1st of August, initially for distribution to the Granville Community Foundation for review and then

for recommendation to the Distribution Committee of the Glens Falls Foundation by the 20th of the following month. The Glens Falls Foundation Distribution Committee meets four (4) times a year and will anticipate any recommended applications from the Granville Community Foundation to the Distribution Committee of the Glens Falls Foundation be made by the 20th of March and 20th of September, to be considered at the following month's Committee meeting.

7. Notification: Applicants will receive a written notice of the Granville Community Foundation's decision no later than ten (10) business days after the meeting of the Glens Falls Foundation Distribution Committee.

SCORING CRITERIA

- Viability of project – Does the project have potential for success?
- Viability of organization – Does the organization have sustainability?
- Continuing impact of grant – Will the project have long term impact?
- Number of beneficiaries – Will a significant number of people benefit from the project?
- Overall impact on community – Will the project provide substantial benefit to the community?
- Financial need of applicant – Is there a real need for the Foundation to contribute?
- Number and size of recent grants to applicants – Has the applicant received previous grants?