



Community Grants Program Guidelines

Who We Are

The Longmont Community Foundation is dedicated to improving the quality of life in the Longmont and St. Vrain Valley region. The Foundation manages a Community Endowment in addition to more than 140 charitable funds for local donors, businesses, and nonprofits. Since its inception in 1994, the Foundation has distributed \$7M in grants to local nonprofits. The Foundation's Community Endowment, a permanent pool of money donated by many generous individuals, families, and businesses, finances the Community Grants Program. Funding from this program is distributed every spring during our Grants Celebration Breakfast where many of the Foundation's donor-advised fund holders also elect to distribute a portion of their funds.

Our Mission

Improving life in the St. Vrain Valley through philanthropy and charitable leadership.

When to Apply and Expect Funding

Proposals are due on December 4th at 11:59pm. Grants will be distributed in April 2016.

Number of Grant Requests and \$ Amounts

Only one grant proposal per organization will be considered. Grants awarded typically range from \$500 - \$3,000.

Grant Review Process

The grant review process starts with a preliminary check for completeness, accuracy, and funding purpose (See What We Fund and What We Do Not Fund). Incomplete applications and requests for funding that do not serve needs in the St. Vrain Valley are some reasons proposals are rejected at this early stage. Once the preliminary check has been done, the Community Grants Committee convenes and completes a thorough review of the remaining applications including a site visit. Using the information from the reviews and site visits, the Committee meets to make its final funding recommendations. These recommendations are presented to the Foundation's Board of Trustees for their final approval.

All organizations that submitted a grant request will receive a phone call notifying them of the Foundation's funding decisions. Both organizations that will and will not receive funding will be notified.

In past years, about 75% of the grant proposals receive some kind of funding, either from our donor-advised funds or the Community Grants Program funds.

The Longmont Community Foundation Anti-Discrimination Policy

The Longmont Community Foundation does not discriminate on the basis of race, color, religion (creed), gender, age, national origin (ancestry), disability, marital status, sexual orientation, or military status in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers, selection of vendors, and provision of services.

What We Fund

An organization may apply for general operating or specific project/program support. To qualify for a grant from The Longmont Community Foundation, an organization must:

- be a 501(c)3 tax-exempt nonprofit organization,
- serve residents in the St. Vrain Valley,
- provide a service that falls under one of our four funding areas of **Arts and Culture, Civic and Education, Health, or Human Services.**

What We Do Not Fund

Proposals requesting funding for the purposes described below will be rejected at the preliminary review.

- Special event sponsorships
- Capital campaigns/building funds
- Debt retirement
- Grants to individuals/scholarships
- Grants that further a political doctrine or religious activity

Key Factors We Consider

- Does the organization demonstrate sound fiscal management practices?
- Does the proposal address community needs efficiently and cost-effectively?
- Does the organization operate with effective staff and make maximum use of volunteers?
- Does the organization collaborate with others providing similar services?
- Does the organization have a plan for evaluating its work?
- Do board members make a personal financial contribution, as well as volunteer their time and skills to the organization?

How to Apply for a Longmont Community Foundation Grant

To apply for a grant from the Longmont Community Foundation, use the online form and submit a complete proposal that includes:

- summary,
- narrative, and
- all the requested attachments.

The Grants Committee only reviews applications that:

1. are complete,
2. are on time, and
3. contain a final report for grants given the previous year

Submitting your application

Use the online application to submit your application. Questions? Contact us at 303-678-6555 or eric@longmontfoundation.org