

**IMPORTANT DATES**

* **Wednesday, Sept. 30, 2015 5 pm–ONLINE Grant Applications Due**
* **Nov. 13, 2015 – Final Notification**
* **Sept. 21, 2016 - Interim reports due**
* **Dec. 13, 2017 – Final Report due**

2015 Fall Grant Cycle Guidelines

Collective Impact

Building Relationships, Building Our Future

The Community Foundation of Tompkins County is offering a **two year** Grant Cycle to support and encourage local Collective Impact initiatives. This grant cycle continues the Community Foundation’s commitment to respond to the needs of those living in Tompkins County and to engaging in best practices in grantmaking.

* **Geographic Focus Area:** Tompkins County
* **Online Application Deadline:**   September 30, 2015, 5 pm
* **Notification of Funding Decision:** November 13, 2015
* **Online application access point:** <https://cftompkins.communityforce.com>
* **Timeframe of grant: 2 year grant cycle**
* **Available Funds:** $100,000 (over two years)
* **Minimum grant per initiative:** $5,000 (total over 2 years)
* **Maximum grant per initiative:** $20,000 (total over 2 years)
* **Information sessions:** All are welcome, but attendance by lead applicant organizations is required. All lead applicant organizations must have a representative attend at least one information session. Information about both the content requirements of the application as well as technical questions about the online application will be addressed. Meetings will be held at the following times and locations:
* **Thursday, August 13** 1:30–3 pm (1st hr. application content, last 30 min. on-line app. training)
* **Thursday, August 20** 4:30-6 pm (1st hr. application content, last 30 min. on-line app. training)
* **Thursday, Sept. 10** 10-11:30 am (1st hr. application content, last 30 min. on-line app. training)

The spirit of this grant cycle will be to foster principles embraced by a Collective Impact approach by:

1. Focusing on supporting the 5 conditions for Collective Impact
   1. Common Agenda
   2. Shared Measurements
   3. Mutually Reinforcing Activities
   4. Continuous Communication
   5. Backbone Function
2. Fostering a community of nonprofits that moves along the Collaboration Spectrum toward coordination, collaboration and integration.
3. Fostering ownership of ideas, decision-making, action plans and activities by those whom programs are intended to serve (i.e. the inclusion of “context” people in the decision-making process).
4. Fostering dynamic cross-sector engagement around issues of local concern (including government, nonprofit, residents, philanthropic and corporate sectors as partners).
5. Support relationship building in our community that focuses on engaging new voices.
6. Emphasize a focus on systems, (rather than programs) by increasing coordination – finding ways to re-align existing programs and stakeholders to maximize system efficacy

Grant Cycle Guidelines

1. **Applications must be completed and submitted online by September 30, 2015 at 5 pm. It is recommended that you begin to complete your application at least a week in advance of the due date to allow for necessary documentation to be received (i.e. electronic signatures and letters of support). Late applications will not be accepted.**
2. Grant applications must clearly describe how the initiative would benefit from a two year funding cycle and include a timeline marking projected milestones.
3. **If a grant is awarded, an interim report must be submitted by September 21, 2016 and a final report submitted by December 13, 2017.**
4. The second year’s grant portion will be released contingent on review of the interim report.
5. Acceptance of a grant award indicates willingness to host a site visit by one or more Community Foundation representatives during the grant period.
6. While the nature of this grant cycle is collaborative (i.e. multiple organizations, cross-sector, etc.), one non-profit will be the lead applicant. Collaborating entities will be required to provide online Letters of Support indicating their role in and support for the initiative.
7. Lead applicants must serve Tompkins County and provide services for a charitable purpose to residents of Tompkins County. Lead applicants must also be one of the following:
   1. 501(c)3, not-for-profit organization
   2. Government (e.g. public schools, municipality)
   3. religious organization (to support non-religious activities directed toward a public purpose)
8. Please direct technical questions related to the online application to Matthew Fisher, [admin@cftompkins.org](mailto:admin@cftompkins.org). Please direct application content questions to Janet Cotraccia, Program Officer, at [jcotraccia@cftompkins.org](mailto:jcotraccia@cftompkins.org) or (607) 272-9333.
9. Applications meeting the requirements will be evaluated by a review team with final approval by the Community Foundation Board of Directors. Each applicant will receive feedback on their application from the review team.