

CAPACITY BUILDING GRANTS PROGRAM

Capacity Building Grants accommodate the following requests:

- **Staff Development and Training** - Leadership development, professional training, coaching, or workshops for staff, volunteers, or board members.
- **Strategic Planning** - Hiring consultants to develop a strategic plan, succession planning, or business model analysis.
- **Self-care** – Supports for leadership and staff to protect against compassion fatigue/burnout.
- **Technology and Infrastructure** - Upgrading software, databases, cybersecurity or purchasing essential equipment. Does not include the purchase of physical property.
- **Fundraising and Revenue Development** - Developing a fundraising strategy, donor management systems, or grant writing support. Does not include funding toward one-time fundraising events or contributions toward capital campaign.
- **Marketing and Communications** - Branding, website redesign, social media strategy, or storytelling capacity.
- **Evaluation and Impact Measurement** - Implementing systems to track program outcomes and impact assessment.
- **Collaboration and Partnership** - Convening stakeholders, cross-sector partnerships, or shared service models.
- **Cultural Competency Training** - Activities that increase the cultural competence of leadership and staff – including but not limited to multi-lingual support.
- **Board Development and Governance** - Strengthening governance, board recruitment, or board training.
- **Operational Efficiency** - Process improvement, financial management tools, or legal compliance support.

ELIGIBILITY CRITERIA

- **Applicants must be 501(c)(3) Public Charity nonprofit organizations.** The Foundation will consider supporting projects led by organizations or residents without 501(c)(3) status, if they partner with a nonprofit fiscal sponsor. Private non-operating foundations are not eligible for funding.
- **Applicants must be serving the Fairfield County community.**
- Applicants must align with our strategic result areas
- Have not received a capacity building grant award within the current fiscal year
- Have not been declined for a capacity building award within the last 90 days

NOTE:

- Organizations with an open grant (have not submitted a final report for a current grant) with the Community Foundation **are eligible** to apply for Capacity Building support.
- An organization may apply for funding once per fiscal year providing it continues to demonstrate alignment with our strategies and submits a satisfactory report.

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The Foundation will not consider requests for:

- A capital campaign or project
- Deficit financing
- Fundraising event
- Annual appeal
- Open space purchase
- Direct funding of for-profit, parochial, charter, or individual public schools.
- Nonprofit endowment; or
- Support for an individual (including legal representation)
- Support the efforts of religious proselytizing as a part of programming and/or client engagement (mandatory or optional)
- Support **partisan** politics as a part of programming and/or client engagement (mandatory or optional)

Application/Review Process

Our Capacity Building grants application process is less complex and more streamlined than the application process for our competitive grants.

Unlike our competitive grant making process, there is no Letter of Inquiry (LOI) for Capacity Building Support. After successful completion of the eligibility questionnaire, organizations seeking a Capacity Building grant should complete and submit the streamlined online application. **Applications will be accepted and reviewed on a rolling basis. There are no submission deadlines for a Capacity Building grant.** After reviewing the application, FCCF Staff will determine if the request is aligned with the organization's focus. The entire process typically takes three months.

To expedite the review process, site visits are not conducted. Instead, we will schedule a comprehensive phone conference with applicants. Organizations that have been declined may re-apply 90 days post-denial.

If applying for funding between the months of January-April, be advised that the review process may take up to four months, so please plan accordingly

Below is a sample timeline for a typical request:

- Application Submission Confirmation - Week 1
- Application Reviewed - Weeks 2-4
- Email to Schedule Call - Weeks 5-6
- Conference Call Scheduled - Weeks 7-9
- Decision/Awards - Weeks 10-12

Please review the application instructions thoroughly before beginning the application process.

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