Central Louisiana Community Impact Award

Proposal Guidelines

2021 Proposal Deadline:

4:00 P.M., Monday, August 31, 2021

2021 Maximum Project Funding:

$50,000

The Central Louisiana Community Foundation (CLCF) is accepting applications for the 2021 Central Louisiana Community Impact Award. The purpose of this award is to fund innovative projects that will impact Central Louisiana by improving quality of life. The project must take place within the 12 parish region that CLCF serves. CLCF seeks to fund innovative ideas for philanthropic projects that offer strong likelihood for broad community impact and for benefits that are sustainable beyond the funding period.

Eligibility:

Only not-for-profit 501(C)3 organizations or Louisiana not-for-profits, which have been pre-approved as furthering the mission of the CLCF, domiciled in the 12 parish region that the CLCF serves are eligible for the grant. The grant timeline must be 12 months or less and take place in the region served by CLCF. CLCF serves the following 12 parishes: Rapides, Vernon, Natchitoches, Grant, Allen, Evangeline, Avoyelles, Sabine, LaSalle, Winn, Catahoula, and Concordia.

Process:

The grant seeker must meet the published deadline for submitting the Proposal Cover Sheet and required attachments. The application deadline is Tuesday, August 31, 2021. Applications are reviewed by Foundation personnel for completeness and compliance with guidelines, but no recommendations are made by staff. Completed applications are given to the Impact Award Grant Selection Committee. Finalists for funding are selected and will be invited to make a live presentation in support of their proposal to the selection committee. The selected recipient will receive funding before December 31, 2021. Reporting requirements are as follows: preliminary report is due by March 15, 2022, and a project summary report is due on March 15, 2023. Continued brief annual statements on the impact of the project, while not required, are requested.

How to Apply:

Carefully complete the application form and return a signed copy with any attachments and ten (10) copies to the Central Louisiana Community Foundation for delivery on or before Monday, August 31, 2021 (Only three copies of your organization's 990 need to be submitted). Do not place the application in any type of binding or other cover. Applications will only be accepted by mail or hand delivery. You must submit 10 copies of you application. Applications can be mailed to:
Central Louisiana Community Foundation PO BOX 7432 Alexandria, LA 71306 or hand delivered to 1107 Fourth St. Alexandria, LA 71301.

Grant Application Format

A) Proposal Cover Sheet

B) Narrative

1) Executive Summary

- Begin with a half page executive summary. Briefly explain why your agency is requesting this grant and how you will spend the funds if this grant is achieved
- In another half page describe the actionable outcome your organizations hopes to achieve

2) Purpose of the Grant

- Statement of needs/problems to be addressed; how your project will affect and benefit the community
- Description of project goals, measurable objectives, action plans, and statements as to whether this is a new or ongoing part of the sponsoring organization
- Timetable for implementation
- List of Other Partners and their roles in this project (if any)
- Description of the qualifications of key staff and volunteers that will ensure the success of the program
- Long-term strategies for funding this project at end of grant period

3) **Evaluation**

- Plans for evaluation including how success will be defined and measured

4) Budget Narrative/Justification

- Project Budget
- A plan that shows how each budget item relates to the project and how the budgeted amount was calculated
- List amounts requested from other foundations, corporations, and funding sources (if any)
- List of priority items in the proposed budget, in the event we are unable to fund your request*
- Partial Funding, what will happen if your project is only partially funded

5) Organization Information

- Brief summary of organization's history
- Brief summary of organization's mission and goals
- Descriptions of current programs, activities, and accomplishments
- What kind of policies does your organization have in place?

C) Attachments

1) IRS Determination Letter indicating tax status

2) List of Board of Directors with affiliations

3) current annual **o**perating budget

4) Letters of support to verify project need and collaboration with other organizations (optional)

5) Annual report, if available (optional)

6) Independently Audited Financial Statements or Most Recent 990

* Applications may be sent out to other funding sources once a project has been eliminated by the selection committee. CLCF does not release the name of the selection committee. Please do not attempt to contact the selection committee regarding you application.

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Grant Proposal Cover Sheet

Date of Application: _____

Legal name of organization applying: _____
(Should be same as on IRS determination letter and as supplied on IRS Form 990)

Year Founded:_____Current Operating Budget: _____

Executive Director:_____E-mail Address: _____

Contact person/title/phone number:
(if different from executive director): _____

Address *(principal/administrative office):* _____

City/State/Zip: _____

Phone number: _____ Fax Number: _____

(include area code) *(include area code)*

Website: _____

List any previous support from this funder in the last 5 years: _____
_____
_____

Project Name:_____

Purpose of Grant *(one sentence)*: _____
_____
_____

Dates of the Project:_____Amount Requested: $_____

Total Project Cost: $_____
Geographic Area Served: _____

_____ _____
Signature, Chairperson, Board of Directors ***Signature, Executive Director***

_____ _____
Typed Name and Title ***Typed Name and Title***

_____ _____
Date ***Date***

CLCF Use Only

Date Submitted:
Received By: