CBO CAPACITY BUILDING

Information Sheet

2021

Grants of

$10,000

$40,000 in Total Grants

Grant Description

This grant supports projects that build your CBO's capacity to fulfill its mission. Examples include strategic planning, board development, succession planning, marketing and/or development plans, collaborative projects to create greater impact, enhance technology abilities, etc.

CBO Capacity Building Info Session

March 24, 2021

2:30pm – 3:30pm • Zoom

Register at **LancFound.org/grants**

Eligibility and Application Process

Eligibility

Applications must come from current 501(c)(3) CBOs registered with (or exempt from) the PA Bureau of Charitable Organizations, have an audit or financial review (less than 12 months old) and a current Form 990 annually.

Projects must benefit residents of Lancaster County. CBOs may not receive grants from the CBO Capacity Building Program for more than 3 consecutive years.

Please refer to LancFound.org/grants for further eligibility details.

Application Process

1. Complete the Letter of Intent (LOI) in the grant portal by **July 14, 2021**. The LOI provides basic organizational information, and a brief description of your project concept.

2. After Program Staff approve the LOI, we will provide full access to the grant application through the same grant portal.

3. Complete the full application by final deadline: **July 21, 2021**.

4. Refer to the Timeline on page 3 for important dates.

Evaluation Criteria

Project Vision
Does the vision position the organization to better fulfill its mission?

Organizational Sustainability
Does this capacity building effort increase the organization's long-term sustainability?

Need/Opportunity
How effectively are the organizational needs, opportunities, and timeliness of this capacity building initiative communicated?

Implementation Plan
Does the application provide a plan for project coordination, utilization of funding, strategies, and a timeline?

Equity and Inclusion
Does the organization demonstrate a commitment to racial equity, inclusion, and social justice? Does the program focus on an underserved or underrepresented group of people?

Application and Grant Timeline

Application Timeline

○ **March 3**   Application opens
Reminder: LOI must be completed before application is available.

○ **June 23**   Draft applications due for staff feedback (optional).
*Drafts saved but not submitted will NOT receive feedback.

○ **July 14**   LOI Deadline
- Staff feedback provided; applications returned to draft status for completion

○ **July 21**   Final applications due at 11:59 pm

Grant Portal

Available at
LancFound.org/grants

Grant Timeline

Award Notification (yes or no) • **SEPTEMBER 16, 2021 BY 5PM**

Funding Period • **SEPTEMBER 16, 2021 – SEPT 16, 2022**

Grant Partners Timeline & Reporting

Grant Overview • **OCTOBER 21, 2021** (2:30PM – 3:30PM)

Completion Report • **DUE OCTOBER 31, 2022**