



Guidelines for Capacity Building Mini-Grant Submission

To build the capacity of organizations working to serve and support people with developmental disabilities to better serve their constituents, Foundation For the Challenged, (FFC) is making a limited number of \$500 mini-grants available to qualified organizations. During 2011 grants will only be available to charitable organizations exempt under the United States Internal Revenue code section 501(c)(3) in the state of Ohio.

Capacity Building is a term commonly used to denote improving the ability of an organization to better serve or serve additional clients. Gaining needed skills, acquiring needed assets or resources, and improving infrastructure are typical capacity building activities. FFC will fund grants that assist with organizational functions to build capacity in the areas of program design, board recruitment, fundraising, and leadership succession. Examples of items/services mini-grant funds will cover include:

- Board Training
- Grant Proposal Writing, Training
- Books, videos or other training materials on management, Board duties, fundraising, marketing or program design
- Fundraising Consulting
- Strategic Planning
- Succession Planning
- Volunteer Recruitment
- Marketing or Community Awareness Campaigns

Capacity Building grants cannot be used for industry related conference attendance, to purchase computers or other equipment, for annual campaigns or general funds, special event sponsorship, endowment funds, operating budgets, individual loans, or scholarships.

In their applications organizations must show how the mini-grant will improve the organization's capacity to do one of the following:

- Increase funding streams
- Improve community awareness
- Strengthen Board skills especially fundraising
- Clarify organizational mission, vision and values
- Increase volunteer involvement to expand service delivery or fundraising capacity
- Other measurable outcomes related to capacity building.

Organizations with budgets under \$500,000 and/or that collaborate with other organizations on their capacity building projects will be given priority.

Interested applicants must call the FFC office to determine qualification and receive grant submission deadlines and forms. Qualified applicants must complete a grant application form and include copy of the organization's IRS 501(c)(3) determination letter with their application.

Completed applications should be no more than 5 pages total including the cover page.

Please do not send additional attachments or put applications in binders or folders.

Ten grants will be made available to qualified applicants starting May 1, 2011.

Applications must be submitted by April 1, 2011.

Mailed applications are directed to:

Foundation For the Challenged
c/o Executive Director
5970 Wilcox Place, Suite E
Dublin, Ohio 43106-6808