



GRANT GUIDELINES

FUTURE FUND

The Community Foundation of Abilene (or "Foundation") is a public foundation committed to improving the quality of life in the Abilene area. Future Fund is a membership organization of the Foundation, made up of donors committed to focusing on the needs of our youngest community members. Membership donations support the Future Fund endowment fund, which provides grants through the Future Fund grant cycle.

► ELIGIBILITY

To be eligible, your organization must qualify under the nonprofit status and geographic restrictions listed below. If you are unsure of your organization's status, please inquire with staff prior to applying for funding.

Nonprofit Status

Eligible organizations must serve children or youth. Organizations must hold a current tax-exemption status under Section 501(c)(3) of the IRS Code. This includes traditional nonprofit agencies with current 501(c)(3) status, recognized government entities requesting funds for public charitable purposes, K-12 schools, or faith-based organizations with programs or projects that benefit the children or youth of the community at large.

Geographic Restriction

Grant funds are restricted to nonprofits serving populations of children or youth within Abilene and Taylor County, Texas.

Grantee Standing

Eligible organizations can receive one Future Fund grant per 12-month period. Organizations that do not submit past Future Fund grant evaluations will be ineligible to apply for new Future Fund grants.

► FUNDING GUIDELINES

Requests should range from \$1,000 to \$5,000. The Foundation will consider funding for the following: programs, special projects, or equipment serving children and/or youth. The Foundation maintains full discretion over all grantmaking decisions.

The likelihood of your organization's proposal being funded are increased if the project or program:

- Proposes practical solutions to community problems
- Responds to changing or emerging community needs
- Addresses prevention as well as assistance for a problem
- Promotes cooperation among nonprofit agencies without duplicating efforts
- Leverages or generates other funding or resources
- Promotes volunteer participation and citizen involvement in the community
- Promotes grants that enhance and encourage sustainability

Consideration is also given to the capability of the organization and its staff and volunteers to achieve expected results, past stewardship of the organization, the adequacy and professionalism of the budget, and the support and cooperation of organizations involved in similar projects.



▶ INELIGIBLE REQUESTS

In regard to funding, the Foundation does not award grants for:

- Activities which do not benefit the citizens of Abilene, Texas, or Taylor County
- Medical or scholarly research
- Membership fees
- Tickets or sponsorship sales for charitable fundraising efforts
- Church-related activities unless they involve the children and/or youth in the entire community
- Travel for groups, such as school classes, clubs or sports teams
- Deficit budget expenses or retroactive funding for current projects, programs or equipment
- Capital debt reduction
- Individuals, except through the Foundation's educational scholarships
- Political projects

▶ LIMITING FACTORS

Before submitting a grant application, the following should be considered:

An organization may be awarded funding for the same project or program for consecutive years. However, organizations should take care not to become dependent on this funding as other community needs may be considered a priority from year to year. The Foundation does not approve multi-year grants for the Future Fund grant cycle.

▶ APPLICATION PROCESS

Online Access

The Foundation utilizes an online grants management system called, "Foundant GLM." Application information must be submitted through this online system. A login link to Foundant GLM, as well as system tutorials, is available on the Foundation website, cfabilene.org. Paper applications are not accepted.

📌 *The online application opens November 1, application deadline is December 15.*

Application deadlines and other important details are available on the Foundation website.

If you believe your organization already has a profile in Foundant GLM, but are unsure of the login information, please do not create a new profile. Doing so could result in the loss of historical data for your organization. Instead, contact the Foundation's grants team for login assistance.

Required Documentation

Organizations are required to upload the following documents with their online application:

- Project/program budget specific to the request
- Annual operating budget for the organization
- Balance Sheet for the organization
- Board of Directors listing

If a first-time applicant, will require the following, in addition to all listed above:

- IRS Tax Status Letter

The Foundation and grant committee review applications throughout the weeks after applications close.

If requested, please provide additional information promptly. A site visit to your organization or presentation from your organization may also be requested.



▶ TIMELINE AND NOTIFICATION

Future Fund grant applications are reviewed from time of receipt through the month of January.

Award notifications are made about mid-February.

▶ EVALUATION

The Foundation requires organizations to report on the programmatic impact of funds. The evaluation includes details about the needs the program attempted to meet, objectives, measurable outcomes, role of partners, future plans, opportunities for improvement, and accounting of expenditures.

The online evaluation form is required prior to the following year's grant cycle. Organizations that do not submit evaluations will be ineligible to apply for future grants.

Online evaluation forms are submitted using Foundant GLM. An Expense Report Form, accounting report, or receipts for expenditures are required to be uploaded within the online evaluation.

All forms referenced in the grant guidelines are available to preview on the "How to Apply" page found on the Foundation's website, cfabilene.org.

▶ MORE INFORMATION

Questions? Contact Kassidy Nygaard, *community grants manager*, at knygaard@cfabilene.org or 325-676-3883.