2021 Asset and/or Operations Grants

Eau Claire Community Foundation

Proposal Overview

You can use this application to request funding for an asset purchase/improvement, operational funding, or both. If you're only making one type of request, type NA in the irrelevant question boxes.

Asset Grants are awarded for specific purchases or improvements (e.g., the purchase of a computer or a website upgrade).

NEW in 2021: Operations Grants. Due to the unprecedented financial challenges caused by the COVID-19 pandemic, ECCF is temporarily offering Operations grants to help your nonprofit continue to serve the community.

Operations include expenses like cleaning supplies, technology upgrades, reconfiguration to accommodate social distancing, payroll, rent, and utilities. You must show that your Operations request is part of an adaptation to ensure your organization's long-term financial sustainability because of changes due to the pandemic.

Request title*

Name of proposed asset purchase, improvement, or operations request.

Character Limit: 250

Organization description*

Provide a brief description of your organization as you would give it to potential donors. If you're using a fiscal sponsor, also explain its relationship to your organization.

Character Limit: 250

Nature and purpose of the grant request*

Briefly describe your grant request. (If funding is approved, this will be read when the grant is presented.)

Character Limit: 350

Total amount requested from ECCF*

Sum of operations and/or asset requests

Character Limit: 20

Grant category*

Select the ECCF granting category that best fits your request. Even if your proposal is relevant to multiple categories, please check ONE!

Choices

Create Culture (Visual and Performing Arts, Music, Museums, Literature)
Form Futures (Education, Training)
Give Green (Environment, Recreation, Animals)
Offer Opportunities (Social Services, Accessibility Needs, Programs for Elders, Veterans' Needs)

Target population*

Briefly describe the target population who will benefit from your proposal. (Include the service area, ages, and numbers served.)
IMPORTANT: To be considered for funding, most of the grant proposal's impact MUST be in Eau Claire County.

Character Limit: 500

Grant Period Eligibilty*

I verify that the requested grant money will be used within the ECCF grant period (June 1, 2021 to June 1, 2022).

Choices

Yes
No

Proposal Details

1. Mission statement*

What is the mission statement of your organization? How does your grant proposal help your organization meet its mission?

Character Limit: 1600

2. Community needs*

What need(s) in the Eau Claire area will your grant proposal help your organization address? How did you identify and document this/these local need(s)?

Character Limit: 1200

3. Desired outcomes*

List up to three positive outcomes you anticipate after acquiring/improving your requested asset and/ or implementing your requested operations funding. Number each outcome if you have more than one.

Character Limit: 640

4. Partial funding*
Can you accept partial funding from ECCF?

Choices
Yes
No

4a. Contingency Plan
If you responded "yes" to the partial funding question, please list your funding priorities so ECCF can try to fund the most important items even if it can't fund your entire request. Good contingency planning will NOT reduce your proposal's chances of being fully funded!

Character Limit: 1000

Operations Requests Only

Amount requested for operations funding*
Enter a zero if you're not requesting operations funding.

Character Limit: 20

Type NA in the question boxes if you're not requesting operations funding.

1. Long term financial sustainability*
Explain how your request fits into your organization's plan for long term financial sustainability as it adapts to new conditions caused by the pandemic. Do you have a fundraising plan? If so, please describe it. If not, what specific financial goals are you working toward for your organization? What is the role of both staff and the board? How does your organization plan for potential changes in the funding landscape, and how do you think about addressing them?

Character Limit: 3000

2. Use of grant money to address pandemic-related needs*
Describe how the grant money will be used to address expenses caused by the pandemic and/or compensate for fundraising revenue lost due to the pandemic. Be as specific as possible; include budget categories (rent, staffing, utilities, etc.) and how much grant money would be applied to each. Explain how your request for each category is directly related to the pandemic. You can use the button below to upload a spreadsheet with this information if you'd like.

Character Limit: 3000

2a. Budget upload for operations requests
File Size Limit: 3 MB

Asset Requests Only

Type NA in the question boxes if you're not requesting an asset.

1. Approximate date of proposed purchase*

Give the month and year in which you anticipate purchasing or improving this asset. If you anticipate more than one purchase date, please give all that apply.
REMINDER: ECCF grant dollars can only be used June 1 of the year the grant is awarded to June 1 of the following year.

Character Limit: 250

2. Asset selection*

Explain how you selected the particular item(s)/vendor(s) you did. What research did you do? How do you know your proposed purchase will result in the best use of grant dollars?

Character Limit: 1200

2a. Supporting documents for asset selection

Please upload any documents that demonstrate your research process (estimates, letters of support from vendors, etc.) If you have more than one, combine them into one PDF.

File Size Limit: 2 MB

3. Ongoing costs of asset purchases*

Describe your plan for supporting ongoing costs such as maintenance.

Character Limit: 1500

4. Staff training*

Describe how your staff and/or volunteers will be prepared to use the purchased or improved item(s). What training will they need?

Character Limit: 600

5. Asset evaluation*

How will you know that your asset purchase or improvement has successfully enhanced your organization's ability to serve the community? List up to three measures of success. Number each measure if you have more than one.

Character Limit: 2000

Budget Information for Asset Requests:

Explain your requests for grant support in each budget category. **Enter $0 for irrelevant budget items and NA for irrelevant text boxes.**

1. Amount requested for the asset purchase/improvement*

How much grant support are you requesting toward the total cost of your proposed asset purchase or improvement?

Character Limit: 20

Description of asset purchase/improvement request*

If you're requesting grant support for the purchase, clearly explain how the dollars would be used.

Character Limit: 500

2. Supporting expenses*

How much grant support are you requesting for costs related to your proposed asset purchase/improvement?

Character Limit: 20

Description of request for supporting expenses*

*If you're requesting grant support for this category, clearly explain how the grant dollars would be used. You can include costs for asset maintenance, contracted services (hiring a third party to perform a paid service for your organization), and any other costs that are directly related to your proposed purchase. Expenses **MUST** be necessary to support the asset purchase/improvement and not for general organization operations.*

Character Limit: 500

Total ECCF Funding*

Amount of grant support you're requesting from ECCF. (This should be the sum of numbers 1-2.)

Character Limit: 20

OTHER SOURCES OF SUPPORT

1. Agency Contribution*

How much will your organization contribute toward this asset purchase/improvement?

Character Limit: 20

Explanation of agency contribution

Briefly explain how your organization plans to support this purchase (financial contribution, volunteer hours, etc.).

Character Limit: 1000

2. Other Contributions*

If you anticipate grant funding, in-kind contributions, or other support from individuals and organizations besides ECCF, estimate the amount. (In-kind contributions include services like

printing, venue space, publicity, etc. that donors supply at no cost. If you're receiving in-kind contributions, estimate how much you would pay for them if they weren't donated and include that amount in this question total.)

Character Limit: 20

Explanation of other contributions
Briefly describe any other sources of support for your proposed purchase.

Character Limit: 1000

Total other sources of support*
Sum of numbers 1 and 2.

Character Limit: 20

Total purchase cost*
*Sum of the **TOTAL ECCF FUNDING** and **TOTAL OTHER SOURCES OF SUPPORT** boxes.*

Character Limit: 20

Additional Organization Information (Both Types of Requests)

Application Eligibility*
I have read and understood the ECCF grant eligibility requirements (listed in the Grantmaking Guidelines document), and I verify that my organization and grant proposal meet all of these requirements.

Choices
Yes
No

Year of your organization's incorporation
Character Limit: 5

Is your organization's name the same as on the IRS letter provided in the File Uploads section?*
Check "no" if your organization is currently operating under a different name or if you're using a fiscal sponsor and providing that organization's tax-exempt information.

Choices
Yes
No

If your organization's name is NOT the same as on your provided IRS letter, please explain.

IMPORTANT: If you're using a fiscal sponsor, you MUST provide a letter of support from that organization in the File Uploads section.

Character Limit: 1000

Organization's fiscal year*

Character Limit: 100

Previous ECCF Grants

Please list the date(s), title(s), and grant amount(s) of any ECCF grants your organization has received in the past three years, including Women's Giving Circle grants.

Character Limit: 500

Authorization by the organization's Executive Director or equivalent officer*

I certify that the information provided in this application is correct to the best of my knowledge. I understand that additional information may be required by ECCF to aid the Grants Committee in their review of this request, and I'm available to answer your questions.

NOTE: Applicants who answer "no" are NOT eligible for grant funding.

Choices

Yes

No

Authorization from the School District Superintendent (if applicable)

APPLICATIONS FOR SCHOOL RELATED PROPOSALS REQUIRE THE AUTHORIZATION OF THE DISTRICT SUPERINTENDENT. If your asset purchase or improvement will be located on school grounds, please upload a signed letter or an email from the Superintendent stating that she/he approves your proposal.

File Size Limit: 2 MB

File Uploads (Both Types of Requests)

Please send an email to grants@eccfwi.org if you have any questions about the following required attachments.

Budget*

Organization's current overall operating budget, including expenses and revenues

File Size Limit: 2 MB

Proof of Tax Exempt Status*

Copy of tax exempt status letter from the IRS, Government Certificate of Exemption, or equivalent proof of tax-exempt status

File Size Limit: 2 MB

Year-to-date Financials*

Your organization's most recent financials, including your balance sheet and statement of activities

File Size Limit: 3 MB

Board of Directors*

List of current Board of Directors or equivalent governing body members

File Size Limit: 2 MB

Letter(s) of Support (required if you have a fiscal sponsor)

A letter of support is required if another organization or person is integral to your grant proposal and/or is a fiscal sponsor. If you have more than one letter of support, please combine them into one document and upload them here.

File Size Limit: 2 MB

Organization logo*

Please upload your organization's logo. (This will be displayed at ECCF's Annual Meeting if your grant proposal is funded.)

File Size Limit: 2 MB

PLEASE NOTE: As part of our due diligence process, we will check the charitable status of your organization.