

2012 GRANT GUIDELINES Opportunity Grants

ABOUT OPPORTUNITY GRANTS

The Opportunity Fund is the Community Foundation Monterey County (CFMC)'s newly established small grants program, which allows nonprofits serving Monterey County to receive support when an urgent situation arises outside of the CFMC's regular grant cycle or when a small grant is needed to test an innovative idea or capture a promising opportunity. It also incorporates its long standing Technical Assistance Grants, aimed at strengthening an organization's internal capacity to deliver more effectively on its mission. These grants can be an entry point for emerging organizations and new ventures that may not be ready to compete for a larger Community Impact Grant (CFMC's major responsive grants program, previously known as the General Endowment).

OPPORTUNITY GRANT GUIDELINES

Opportunity Grants are considered for the following types of activities:

Organizational Development (previously Technical Assistance Grants)

Organizational Development (OD) grants are intended to help an organization make progress in addressing special, non-recurring management situations within the organization.

The OD grant funds may be used for a broad range of capacity-building activities including: strategic planning; agency restructuring; fund development planning; needs assessments; community engagement activities; program development; marketing and communications; improving information management and systems; specialized staff training, professional development and coaching; executive transitions and succession planning; board development; and sponsorship of training or other activities that will benefit a broad field of nonprofit organizations. Collaborative efforts to strengthen the capacity of the nonprofit sector, or a subgroup within the sector, are also eligible.

Organizational development requires a significant agency-wide commitment to be successful, which must be demonstrated in the application. While an agency match is no longer required, it is strongly encouraged and may consist of funding, supplies, equipment, materials, professional services, and personnel expenses, among others.

OD grants do *not* support: staff time, fundraising events, routine operating or program expenses, consulting or training that duplicates services offered through other CFMC activities or travel expenses associated with professional development or conferences.

Emerging Organizations or Ventures

Opportunities to provide seed funding or to help develop a new, innovative idea or endeavor that would not occur without CFMC's support may also be funded. Priority is given to emerging organizations or ventures that have strong potential to serve an important community need. Start-ups will occasionally be considered if they are able to demonstrate their ability to sustain

the effort. These grants can cover the work of individual organizations or collaboratives as they address a new issue in the community or a continuing issue in an innovative way.

Some possible activities might include: newly incorporated nonprofit organizations that have been successful as unincorporated organizations, Neighborhood Grants projects with several years' experience that have demonstrated increasing strength and effectiveness and pilot projects that provide an innovative approach to existing issues.

Urgent and Time-Sensitive Needs

Opportunity Grants for urgent and time-sensitive projects are designed to respond to rapidly changing circumstances in the community. Successful applications will clearly illustrate the changes or needs that have occurred since the last available Community Impact grant cycle and the urgency that requires a response before the following grant cycle. Funding can cover both program and operational expenses. Examples might include efforts to address an unforeseen emergency or an emergent issue that has evolved in a new way over a short period of time.

Grant Awards:

Opportunity Grants will typically range between \$1,000 and \$5,000. Larger grants (up to \$10,000) may be considered but are the exception. Organizations may apply for more than one Opportunity Grant during the calendar year, as long as each grant is for a different type of support (i.e.: Organizational Development, Emerging Organizations and Ventures, Urgent and Time-Sensitive Needs). Priority will be determined based on need and potential impact on the organization and its mission. Opportunities in which matching funds from CFMC will leverage other resources are encouraged.

Eligibility Criteria:

- Opportunity Fund grants are open to 501(c)3 nonprofit organizations, fiscally-sponsored organizations, and (occasionally) other public benefit organizations serving Monterey County residents.
- All organizations applying for a grant should be current on reporting obligations for past Community Foundation grants of any type.
- Organizations may apply for a Community Impact Grant and an Opportunity Grant in the same calendar year, as long as the applications are not for the same purposes.
- Fiscal sponsors may submit applications for more than one sponsored group, as well as applications for their own organization.
- Individual organizations within a collaborative applying for a grant may also apply for their own Opportunity Grant, as long as it is not for the same project as that of the collaborative.
- Businesses and individuals are not eligible, with the exception of social enterprises associated with a local nonprofit.

Submitting a Grant Proposal:

Opportunity Grant proposals are accepted throughout the year. Decisions on grants will typically be made within eight weeks of receipt of the proposal. Even though there is no deadline for Opportunity Grants, proposals should be submitted at least eight weeks before the start of activities to be covered. Proposals submitted after October 1st may not receive funding until the following year.

Our program staff is available to answer your questions about applying for an Opportunity Grant. For referral to the appropriate staff contact, contact Kathy Coopman, Grants and Data Manager, kathy@cfmco.org or 831.375.9712 x 116.

Please visit our website at www.cfmco.org for the Opportunity Grants Application Packet, instructions and all materials needed to submit a proposal.