



The Community Foundation  
FOR GREATER ATLANTA

Fayette Fund

The Fayette Fund of The Community Foundation for Greater Atlanta

2011 Guidelines

The Fayette Fund, a Local Fund of The Community Foundation for Greater Atlanta (The Community Foundation), is awarding grants through a competitive process to help qualified non-profit 501(c)(3) organizations meet the changing needs of the Fayette County community. The Fayette Fund receives grant proposals and, following a three-step process of evaluation (review of Letters of Intent, review of Final Applications and site visits), awards grants based on identified community needs and the relative merit of proposals received.

The Fayette Fund publishes guidelines to help grant applicants understand the priorities and criteria and to help guide the Advisory Board in determining grant awards. Please read these guidelines carefully. Staff welcomes the opportunity to discuss proposed projects as well as answer any questions about The Community Foundation and the Fayette Fund.

**Please Note:**

The Fayette Fund's application process is separate from all other competitive grantmaking programs of The Community Foundation for Greater Atlanta. When applying for a grant from the Fayette Fund, the applicant must use the Fayette Fund application form. Submitting an application to the Fayette Fund does not disqualify an organization from applying for funds from other competitive grantmaking programs offered by The Community Foundation which include the Common Good Funds, the Metropolitan Atlanta Arts Fund, the Atlanta AIDS Partnership Fund, Grants to Green and the Neighborhood Fund. To learn more, visit our website for complete information on The Community Foundation's programs:

[www.cfgreateratlanta.org](http://www.cfgreateratlanta.org).

**What types of support can organizations apply for?** In 2010, the Fayette Fund will provide grants for general operating support.

**What is general operating support?** General operating support provides unrestricted funding to help support and maintain an organization as it pursues its mission. This type of grant is flexible and gives the grantee the ability to use the funds where they are most appropriate.

**What is the range of grants?** The Fayette Fund of The Community Foundation will award grants of up to \$10,000 for a 12-month period. *Please note the average size of 2009 grants was \$4,600.*

**Are there program area priorities as in the past?** The Fayette Fund gives priority to established nonprofit organizations and programs that clearly identify a need in the county and work to serve that need. Our goal is to strengthen our community through effective organizations that have the greatest impact in addressing a variety of social issues. Successful organizations will be able to explain why their issue is critical to the local community and demonstrate their effectiveness in working with people and institutions to meet that need.

## Funding Opportunities

**The Fayette Fund will offer one funding opportunity in 2011 for grants:**

January 24	Deadline for Letter of Intent to Apply for Grant Funding
March 4	Final Applications due (by invitation only)
March 29—April 5	Site Visits
May 25	The Community Foundation Board approves all grants
June 16	Grant Checks awarded at Grantee Reception

## Application Process

- Organizations submit Letters of Intent to Apply for Grant Funding
- The Fayette Fund Advisory Board and Foundation staff reviews all Letters of Intent and invites organizations to submit Final Applications
- Invited organizations submit Final Applications
- The Fayette Fund Advisory Board and Foundation staff reviews all Final Applications and selects finalists to receive site visits
- The Fayette Fund Advisory Board and Foundation staff members conduct site visits
- The Fayette Fund Advisory Board makes funding recommendations to the Foundation's Board of Directors and grants are awarded
- Organizations receiving grants will be required to submit an end of grant report within 12 months of the grants being awarded

## Eligible Organizations

**Nonprofit organizations that meet the following requirements are eligible to apply for a grant from the Fayette Fund:**

- Must be located and providing services within Fayette County; all funds from the Fayette Fund grants must be spent within Fayette County;  
*Special note to national organizations with local chapters/affiliates or programs: Preference will be given to local chapters/affiliates or programs that can demonstrate control over their finances and operations, and those that have a local governing board. Please contact Foundation staff if you have any questions.*
- Must be classified by the U.S. Internal Revenue Service under Section 501(c)(3) of the I.R.S. code as a nonprofit, tax-exempt organization, donations to which are deductible as charitable contributions under Section 170 (c)(2) and the I.R.S. determination must be current;
- Must be registered with the Georgia Secretary of State as a nonprofit.
- Must have a minimum one-year operating history after receiving its 501(c)(3) classification;
- Must have an annual operating budget of at least \$50,000 (cash and in-kind contributions are included in this amount);
- If available, all applying organizations are encouraged to have a strategic or business plan for the whole organization that includes measurable goals and methods to assess effectiveness that covers at least two years (24 months). **If an organization is awarded a grant but does not have a strategic or business plan, the organization will be required to attend a class on the subject within six months of receiving the award.**
- If available, organizations with annual budgets between \$50,000 and \$99,999 are encouraged to have financial statements for the past fiscal year reviewed by an independent, certified public accountant. **If an organization is awarded a grant but does not have reviewed statements, the organization will be required to attend a class on the subject within six months of receiving the award;** organizations with annual budgets between \$100,000 and \$250,000 must have financial statements reviewed by an independent, certified public accountant for the past completed fiscal year. All organizations with annual budgets **over** \$250,000, must have **audited** financial statements for the past completed fiscal year.
- Must have filed the end of grant report for any previous Fayette Fund grant;
- Must have a Board of Directors where all members are encouraged to donate cash or make financially measurable in-kind contributions each fiscal year;.

## Not Eligible for Funding

- Private, public and charter schools (K-12) and institutions of higher learning;
- Grants to individuals;
- Debt reduction or purchases or activities that occur **prior** to grant decisions;
- Projects that are typically the funding responsibility of federal, state or local government;
- Fundraising and marketing events;
- Support for fundraising federations;
- Projects of a religious nature or that require participation in a religious activity as a condition for receiving services;
- Endowment funds;
- Capital campaign contributions (for building construction or renovation) or use of funds to cover capital campaign feasibility studies or campaign implementation expenses. This does not include regular maintenance and capital improvements.

## How do I learn more about the changing Fayette Fund guidelines?

Staff provides orientation sessions to prospective applicants prior to each application deadline. While participation in an orientation session is strongly encouraged, it is not required. Please check our website for dates for upcoming orientation sessions.

If you have questions after reviewing our materials and/or participating in an orientation session, please email us at [FayetteFund@cfgreateratlanta.org](mailto:FayetteFund@cfgreateratlanta.org).

## Where do I find the application forms?

Applicants must use the Fayette Fund Letter of Intent and Final Application forms found on our website at [www.cfgreateratlanta.org](http://www.cfgreateratlanta.org). Prospective applicants will also find Instructions for completing the Letter of Intent and the Final Application that include details on how to submit your Letter of Intent.

## What Resources Can Nonprofits Access Through Nonprofit Effectiveness?

The Community Foundation's Common Good Funds will provide resources for grantees' professional and organizational development. The Foundation has identified four primary focus areas for Nonprofit Effectiveness in 2011 – Strategic Planning & Business Analysis, Board Development, Fund Development Planning and Advocacy – all of which the Foundation recognizes as important skills sets in these economic times. Opportunities available to nonprofits include:

### Nonprofit Scholarships

The Community Foundation recognizes that nonprofit boards and staff benefit from the opportunity to learn from field experts and from their peers through training, workshops and conferences; however, financial resources may not allow for organizations to take advantage of these opportunities as they arise. In order to support organizations and allow them to take advantage of these capacity-building opportunities, The Community Foundation supports organizational development through the provision of scholarships and access to learning opportunities and resources.

Scholarship opportunities are available for nonprofit staff and board members to attend professional and organizational development workshops and trainings.

Through this opportunity, The Community Foundation will cover the cost of attendance for workshops, trainings and conferences. Nonprofit organizations that received grants from any of The Community Foundation's discretionary grantmaking programs (Common Good Funds, Arts Fund, AIDS Fund, Neighborhood Fund, **Local Funds** and Grants to Green) within the last seven years and current year grantees may take advantage of this opportunity. The Foundation will post a list of classes and workshops for which scholarships will be made available on the website and regular announcements will be sent regarding upcoming opportunities. The Foundation will also consider support for courses, seminar series and conferences that have been self-identified by nonprofits. As part of the Foundation's goal of strengthening the region's nonprofits, priority will be given to applicants seeking to participate in courses, seminar series and conferences focusing on the four priority subjects offered by nonprofit organizations.

Additional details can be found on our website at [www.cfgreateratlanta.org](http://www.cfgreateratlanta.org).