**2023 Creating new economies fund applicatioN sample: Must be completed online: tinyurl.com/cnef2023**

#### 2023 Grant Application:  Must be submitted Friday, February 17th by 11:59 p.m. EST

#### NOTE:  You are required to speak to a Resourceful Communities staff member about your project before submitting an application. Staff are available until Friday, February 10th to speak with you about your project.

**Program Overview:**Since 2001, Resourceful Communities has awarded more than 400 small grants, funded by public and private organizations, to support innovative community projects across North Carolina.  Learn more about Resourceful Communities and our small grants program here:   **http://bit.ly/RCP\_CNEF**

**Eligibility:**  Eligible applicants include:

* 501(c)3 nonprofits
* Town and county governments
* Churches (including rural United Methodist churches), and other faith-based organizations.
* Community organizations without a 501(c)3 nonprofit -- you can still apply in partnership with a fiscal agent.
* Organizations with a physical office in an eligible rural county

**Ineligible Entities:**

* Organizations based in these urban counties: Buncombe, Durham, Forsyth, Guilford, Mecklenburg, New Hanover, Orange, and Wake
* State or County agencies that receive dedicated funding (e.g. Cooperative Extension, County Senior Services, etc.)
* Organizations with budgets over $300,000
* For-profit organizations (e.g. LLC)
* Projects that benefit individuals or provide deficit financing

**Priority:**In addition, we **prioritize**:

* **Community-based** organizations in **rural** communities with limited access to resources.  We will **not** prioritize organizations based in areas experiencing rapid growth, such as counties like Pitt or Alamance or growing cities like Hendersonville, Fayetteville, Hickory, etc.
* **Low-budget** organizations (we will not fund organizations with budgets over $300,000)

**Additional Requirements:**

* You are REQUIRED to **speak with a Resourceful Communities staff member about your project before applying**(please see CONTACT list below).
* If you are working with youth and receive a grant, you will be required to **attend our youth safety training** and complete a questionnaire about your youth policies and procedures.  The questionnaire will need to be completed ***prior*** to receiving funds.
* **Project must include triple bottom line benefits – environmental, social justice and economic benefits.**

**Proposals receiving the highest consideration will:**

* Focus on work in rural, low-income communities.
* Be planned and implemented by a community organization that has participated in our network events (workshops, peer learning visits, convenings, etc.).
* Build on local assets (a community’s natural, historical, cultural and human resources) to address community challenges.
* Meaningfully engage those who benefit from the project, particularly people of color or low wealth.

**Grant Amounts:**  Grants cannot exceed $15,000. There is no minimum amount that must be requested for a Creating New Economies Fund application to be considered, however, grants average $8,000-$12,000.

**To learn more about our small grant program and our funding priorities, please visit our website:**  http://bit.ly/RCP\_CNEF

**Answers to our Frequently Asked Questions can be found here:**<https://tinyurl.com/CNEFFAQ2023>

**For additional questions**, please email smallgrants@conservationfund.org or call (919)-902-0889.

**CONTACT LIST:**

For **food-based projects**, please contact:

* Olivia Percoco / opercoco@conservationfund.org / (631) 905-9550
* Monica McCann / mmccann@conservationfund.org / (919) 612-7110

If your organization is **based in the 18 most Western NC counties**, contact:

* Salem Carriker / scarriker@conservationfund.org / (919) 351-9237
* Ali Huber-Disla / ahdisla@conservationfund.org / (828) 351-4405
* Dave Walker / dwalker@conservationfund.org / (336) 675-2413

For **United Methodist Church applicants**, contact:

* Aaron Hayworth / ahayworth@conservationfund.org / (828) 448-4500
* Matthew Rouse / mrouse@conservationfund.org / (910) 257-5827
* Dave Walker / dwalker@conservationfund.org / (336) 675-2413

If your project supports **youth, economic development or you are a non-UMC church**, contact:

* Tatia Ash / tash@conservationfund.org / (919) 423-5496
* Margaret Conrad / mconrad@conservationfund.org / (919) 818-8138

For **general questions** or if you are unsure, contact:

* Donna Pratt / dpratt@conservationfund.org / (919) 951-0116

#### Grant applications must be submitted online at tinyurl.com/cnef2023

**Have you spoken with a Resourceful Communities staff member about your project idea?  Note: This is a REQUIREMENT to apply**. [ ]  **Yes** [ ]  **No**

**You are not eligible to apply to our grant program unless you have spoken with a Resourceful Communities staff member.  Please reach out to a staff member before February 10th.**

**Which staff member did you speak with?**

[ ]  Tatia Ash [ ]  Margaret Conrad [ ]  Aaron Hayworth [ ]  Ali Huber-Disla

[ ]  Monica McCann [ ]  Olivia Percoco [ ]  Matthew Rouse [ ]  Dave Walker

[ ]  Salem Carriker [ ]  Donna Pratt

**Contact Information**

**Name of Organization**: Click or tap here to enter text.

**Mailing Address:** Click or tap here to enter text.

**Physical Address**: Click or tap here to enter text.

**County where your office is physically located.  NOTE: You are INELIGIBLE to apply if your organization is located in: Buncombe, Durham, Forsyth, Guilford, Mecklenburg, New Hanover, Orange or Wake counties.** Click or tap here to enter text.

**Contact Person (this person will receive email notifications of this application):** Click or tap here to enter text. **Title:** Click or tap here to enter text.

**Phone:** Click or tap here to enter text.

**Email Address:** Click or tap here to enter text.

**I attest that I am authorized and have permission to submit this application on behalf of the organization.**

**Please TYPE:**  YES, followed by your full name Click or tap here to enter text.

**Would you like to list an additional contact person?**

[ ]  **Yes** [ ]  **No**

**Additional Contact Name:** Click or tap here to enter text.

**Additional Contact Title:** Click or tap here to enter text.

**Additional Contact Phone:** Click or tap here to enter text.

**Additional Contact Email Address:** Click or tap here to enter text.

**Organization Website:** Click or tap here to enter text.

**Organization Facebook Page:** Click or tap here to enter text.

**Project Overview**

**Amount of Funding Requested:** Click or tap here to enter text.

**Project Name/ Brief Description: Please 1-2 sentences MAX:** Click or tap here to enter text.

**How do you or others from your organization participate in our network (at convenings, workshops, peer learning visits, technical assistance)?**

**Resourceful Communities very much values your participation in our network events.  We work to create opportunities for rural organizations to build relationships with peer organizations; access new tools and resources; and learn about what is going on in other rural communities.** Click or tap here to enter text.

**Organization Overview and Project Description**

**1. Please provide a \*brief\* overview of your organization, including the focus of your work, what services you provide, a description of who benefits from your work, and the geographic area you serve.  If you are a church or government entity, please answer this question for your ministry or agency.**

Click or tap here to enter text.

**2. Please provide a brief overview of your proposed project. What do you plan to do? If you propose a community project, please describe who you will serve, how many, and how often.**

Click or tap here to enter text.

**Preparing for a Successful Project**

**3. How have the people who will benefit from your proposed project been involved in the planning, decision-making, and implementation of this work?**

Click or tap here to enter text.

#### 4. We recognize that community-based work often requires partnerships to succeed.  Please describe any current and/or potential collaboration or partnerships related to the proposed project.

**Current partners and what they’ve agreed to do for the project:**

Click or tap here to enter text.

**Potential partners and their possible roles:**

Click or tap here to enter text.

**Getting the Project Underway**

##### **5. Please explain your project activities, including steps to prepare for and implement your project. What will you do to carry out your project? Include major activities and a timeline.**

**Activities you have already completed: (Completed steps might include secured space, held two community conversations, identified potential staff.)**

Click or tap here to enter text.

**Activities you will carry out to prepare for the project: (Please consider additional staff/ volunteers, qualified individuals who can deliver programming; supplies or equipment to be purchased; materials to be developed; access to additional space/ land, contract/ agreements needed.)**

Click or tap here to enter text.

**Activities you will perform once the project is underway: (Once everything is prepared and programming begins, what will your project look like on a day-to-day basis, including who you will serve, how many, and how often.)**

Click or tap here to enter text.

**Results, Assessment and Evaluation**

#### 6. Proposed CNEF projects must incorporate the triple bottom line.  Please describe the environmental, economic, and social justice benefits that you anticipate as a result of your project.  Please review our “Triple Bottom Line” Overview to help you answer this question: <https://tinyurl.com/3xbottomline>

**Economic benefits:** Click or tap here to enter text.

**Social Justice benefits:** Click or tap here to enter text.

**Environmental benefits:** Click or tap here to enter text.

#### 7. Measuring your impact:

#### If you have a food-related project, please see our Evaluation Guide for Food-Related Projects, which provides several examples of goals, indicators, and measurement tools:  <https://bit.ly/Food_Eval>

#### GOAL:  Think about how your project will improve your community? For example, your project might increase healthy food access, provide summer jobs, or connect youth with the outdoors.

#### INDICATOR:  Specifically, WHO/ WHAT will your project benefit? HOW MANY will benefit? By when? Be sure to note 2-3 things you plan to measure. These measurements will help you assess whether you are meeting/have met your goals.

#### DATA COLLECTION:  Then, please describe how and when you will collect this information. Knowing what you need to measure as you begin your project can also identify evaluation tools that must be developed, such as a pre-and post-test with participants, a feedback survey, a community input process, etc.

**Evaluation Table**

|  |  |  |
| --- | --- | --- |
| **GOAL:  What change do you hope to see as a result of your project? (Please list 2-3 changes)** | **INDICATOR:  What will you measure?** | **DATA TOOL:  How/ when will you collect information?** |
| *Example: Increased access to healthy, local food.* | *Example: # of participants at 3 cooking demonstrations / 3 farmers market field trips (20+ participants)* | *Example: Market coordinator will count participants at demonstrations/ field trips.* |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Budget Overview**

**Please provide an itemized project budget and explain how CNEF funds will be spent. A sample completed project budget can be viewed here:**

**Word Version:** [**https://bit.ly/RCP\_Sample\_Budget**](https://bit.ly/RCP_Sample_Budget)

**Excel Version:** [**https://tinyurl.com/RCPSampleBudgetExcel**](https://tinyurl.com/RCPSampleBudgetExcel)

**Be sure to include:**

* **Total project budget and sources**, including in-kind contributions (refer to overview).
* **CNEF Funds**:  How much money is being requested from the Creating New Economies Fund and how it will be spent?
* **Staff**:  If grant funds will pay for staff, please state their duties and rate of pay/ duration of time on the project.  For example, the trainer will develop and deliver a curriculum at $15/hour for 15 hours/ week for 6 weeks for a total of $1,350.
* **In-Kind Contributions**:  Volunteer hours, services, meeting space, food, equipment, etc. ***Questions about in-kind contributions?  Please see our helpful guide here:***[**https://tinyurl.com/RCPinkind**](https://tinyurl.com/RCPinkind)
* **Funding from Other Sources**:  What additional funds will be used and what are the sources of those funds?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Budget Line Item (suggested)** | **CNEF Funds** | **In-Kind** | **Funding from Other Sources** | **Total Project Cost** |
| 1. Personnel |  |  |  |  |
| 2. Contractual Services |  |  |  |  |
| 3. Travel/transportation |  |  |  |  |
| 4. Supplies |  |  |  |  |
| 5. Equipment |  |  |  |  |
| 6. Meeting Expenses |  |  |  |  |
| 7. Printing/ Copying |  |  |  |  |
| 8.  |  |  |  |  |
| 9.  |  |  |  |  |
| 10.  |  |  |  |  |
| **Total** |  | **$0** | **$0** | **$0** |

**Budget Narrative**

For each Budget Line Item listed above, please describe how funds will be used and what additional support, both in-kind contributions (donation of supplies, labor, space, printing, food, etc.) and funding (grants, monetary donations), will be used. \*\*If grant funds will pay for staff, please state their duties and rate of pay/ duration of time on project. For example, trainer will develop and deliver curriculum at $15/hour for 15 hours/ week for 6 weeks for a total of $1,350.

1. *Example: Contract Services: A contractor will be hired for $200 to provide marketing services*

**Other Funding Sources:**

Please list other sources of funding for your project. For each source, please note the status as Secured, Awaiting Decision, or To Be Submitted.

|  |  |  |
| --- | --- | --- |
| **Funding Source** | **Amount**  | **Status of Funding**  |
| 1. Example: XYZ Foundation, Annual Fundraising Dinner, etc. |  |  |
| 2.  |  |  |
| 3.  |  |  |
| 4.  |  |  |

**Other additional information you would like to share regarding your budget? Please share here:**

Click or tap here to enter text.

**organization Information**

**Type of Organization If you are a church, please describe your formal IRS status:**

[ ]  501(c)(3) nonprofit organization [ ]  We are a church with our own IRS 501c3 designation.

[ ]  Town or County [ ]  We are a church under a parent denomination IRS group ruling.

[ ]  Church [ ]  We are a church without formal IRS 501c3 designation or

[ ]  Other (Type description) under a group ruling.

**Are you using a fiscal agent? (Note:  A copy of your application will also be sent to your fiscal agent.)**

[ ]  **Yes** [ ]  **No**

If using a Fiscal Agent, please complete the following information.

**I attest that I have received permission from the fiscal agent to submit this application on their behalf.  Please TYPE:  YES, followed by your full name** Click or tap here to enter text.

**Fiscal Agent – Organization:** Click or tap here to enter text.

**Fiscal Agent Contact Person:** Click or tap here to enter text.

**Fiscal Agent Phone**: Click or tap here to enter text.

**Fiscal Agent Email**: Click or tap here to enter text.

**Fiscal Agent Mailing Address**: Click or tap here to enter text.

**Please upload your IRS 501c3 determination letter, IRS church group ruling letter, or church attestation that you fulfill tax-exempt guidelines. (Note: You will upload this via online application.)**

* If you are a 501c3 nonprofit, please upload your **501c3 IRS determination letter**.
* If you are a church under a group ruling, please upload the **IRS group ruling determination**.
* If you are a church without an IRS ruling (501c3 or group ruling), please submit **an attestation on church letterhead, with authorized signature, that confirms your church meets the requirements of IRS Section 501(c)(3) to be considered tax exempt:**
	+ the church is organized and operated exclusively for religious, educational, scientific or other charitable purposes;
	+ net earnings are not inured to the benefit of any private individual or shareholder;
	+ no substantial part of the church's activity may be attempting to influence legislation;
	+ the church does not intervene in political campaigns; and
	+ the church's purposes and activities are not illegal or violate fundamental public policy.

**Enter Your Federal ID Number:** Click or tap here to enter text.

**W-9 for your organization:**You **must** complete and upload the W-9 form found here:**https://bit.ly/RCP\_W9**

* For**Question #1 (Name),**make sure your organization name **matches** **exactly** as it reads on your IRS 501c3 determination letter.
* For **Question #3**, if you are a non-profit, **check "other"** and **write in "Nonprofit 501c3".**

**Other Organizational Information**

**Year your organization or church was founded**. Click or tap here to enter text.

**What was your income/revenue for 2022 (please do not include in-kind)?  If you are a church, please include both your overall church budget and the ministry budget for which you are seeking funds**. Click or tap here to enter text.

**Please upload your organizational budget (including revenue and expenses) for 2022**. You may download a sample organization budget here: <https://bit.ly/Sample_Org_Budget> **(Note: You will upload this via online application.)**

**Does your organization currently receive funding, or is awaiting a decision, from the following funders?**

[ ]  Blue Cross and Blue Shield [ ]  BB&T/Truist [ ]  Dogwood Health Trust

[ ]  Duke Endowment [ ]  Oak Foundation [ ]  Z. Smith Reynolds

**Are you applying for programming involving youth (under 18 years old)?** [ ]  **Yes** [ ]  **No**

**If funded, our organization agrees to 1) attend a Youth Safety webinar 2) complete a Youth Safety questionnaire and 3) submit a copy of your Youth Safety Policies and Procedures to us prior to receiving funds.** [ ]  **Yes** [ ]  **No**

### **Staff and Board Demographics**

**Name of your Organization’s Leader:** Click or tap here to enter text.

**What is the Title of your organization’s Leader (e.g. Executive Director, CEO, Pastor, County Manager, etc.):** Click or tap here to enter text.

**Please provide the race/ethnicity of your organization’s leader:**

[ ]  African American / Black [ ]  American Indian / Native American [ ]  Asian / Pacific Islander

[ ]  Latino / Hispanic [ ]  White [ ]  Other

**OPTIONAL: Other Information**

Have additional information you want to share with us? Photos, letters of support, etc.? Please upload here.

**(Note: You will upload this optional information via online application.)**

### **You have now completed the Creating New Economies Fund grant application.  Please remember to upload your grant information into our portal at:** [tinyurl.com/cnef2023](file:///C%3A%5CUsers%5Cdpratt%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5CSPSBTSLO%5Ctinyurl.com%5Ccnef2023)

### **Don’t Forget to SAVE your information! Once you submit your application, you will receive a confirmation email.**