



Rosie Fund Grant Guidelines

The **COMMUNITY FOUNDATION of Kankakee River Valley**'s mission is to build endowment funds for our region over time, and it strives to bring together individuals and organizations to assess community needs, to build greater endowment funds, to convene area leaders around important issues, and to distribute grant awards to worthy nonprofit organizations. The Foundation also serves as a neutral leader with no direct affiliation with any group, religion, political or governmental entity.

Through the Rosie Fund, the Community Foundation of Kankakee River Valley will provide grants to organizations with charitable 501(c)(3) classifications by the Internal Revenue Service in Kankakee County. The Grants committee select grants for funding in response to applications submitted through the Community Foundation's online grant application. The committee will submit their recommendations for final approval to the Community Foundation Board of Directors.

Grantmaking Priorities

Grant applications are to adhere to the grant application guidelines. Criteria for grant distribution within your agency would include the following:

- Must be female
- No traditional resources are available, or adequate or exhausted, for the particular situation
- Funds to be used for client services such as:
 - Education
 - Health Care
 - Child Care
 - Basic necessities (i.e. lodging, transportation, clothing, etc.)
- Funds distributed to the provider of the service, not directly to the individual unless some purpose such as transportation.
- Distributions will be confidential
- Report will be sent to The Community Foundation Board of Directors stating how funds were used.
- Funds can be carried over to the following year
- Must submit required documents as listed on the application attachments list

Projects Generally Not Funded

While the Community Foundation attempts to remain flexible to community needs, in general, grants are not intended to support:

- Religious purposes (However, grants may be given to religious organizations for programs or projects that are consistent with the Rosie Fund grant priorities)
- Purchase of advertising
- Capital or operation debt reduction; however, capital items needed for training purposes will be considered
- Political campaigns or to support attempts to influence legislative issues of any governmental body
- Multiple proposals from one organization

Are There Expense Categories Discouraged by the Community Foundation which could jeopardize selection?

- Expenses for technology with shorter-term life/use.
- Administrative costs (particularly salary, fringe benefits, space, general office expenses such as utilities, office equipment, supplies, etc.)

The Community Foundation of Kankakee River Valley operates without discrimination as to race, religion, sex, and national origin in considering grant requests from agencies and organizations.

Community Foundation Grant Making

The Rosie Fund typically awards grants between \$500 and \$2,500 annually to one or more organizations. The Community Foundation will consider only one request from a single (organization) entity.

Proposals are reviewed, evaluated, and recommended by the Grants Committee with the Community Foundation Board of Directors approving the final award recommendations. Because the Foundation cannot fund all the requests it receives, the Grants Committee and the Board of Directors rely on the following general policies and considerations for award selections.

- Grant applications are to adhere strictly to the grant application instructions.
- Grant awards are to be made only to those nonprofit organizations and programs operating within Kankakee County.
- Awards through the Rosie Fund are made only to organizations currently holding charitable 501(c)(3) classifications as designated by the Internal Revenue Service.
- Awards are intended to be made for one year at a time. Multiple-year awards may be considered if circumstances justify; however, potential for sustainability after the grant award period may receive favored judging. Please articulate commitments for sustaining your program.
- The evaluation process may include an on-site visit by Foundation representatives.
- Awardees may reapply in subsequent years by re-submitting full applications in subsequent funding cycles.

How Does an Organization Apply?

Carefully read and adhere to the grant application instructions. It is important that all requested information is provided. If you have questions, you may contact the Community Foundation Office at 815-939-1611 or by email at mia@cfkrv.org. The link to the online application is available on our website, www.cfkrv.org. Select “How to Apply for a Grant” under the Grants tab.

Direct link to grants portal: <https://www.grantinterface.com/Home/Logon?urlkey=cfkrv>

Note* This is the first Rosie Fund Grant Cycle using our new Grants Platform. If you have applied in the past but did not apply in our 2022 Fall Grant Cycle, this will be the first time your organization will be registering in the Grants Portal. Please follow the registration guidelines.

To begin an application, you must register the organization applying. If your organization has previously applied for any grants through this grant platform, or you believe a profile for your organization has already been established, please contact the administrative team (mia@cfkrv.org) to be added to the organization’s profile as a user.

You can verify if your organization currently has a profile established when entering the EIN number.

Existing Users: Please enter your credentials and log in. If you forgot your password, please use the "Forgot your Password?" link to the left to reset your password.

How Are Grant Applications Evaluated?

After initial review and screening by the Community Foundation Administration, the Grants Committee reviews and recommend applications for awards primarily based on the following criteria:

- The visibility and impact of the project.
- The project should be currently actionable
- The need for and the significance of the project should be obvious and relatively simple to communicate to the community.
- Successful outcomes and the impact of the project should be readily identifiable, measurable, and reported to the community via the media.
- The receiving organization needs to demonstrate that it has the necessary experience and capacity to successfully implement and execute the project.
- The proposed project should demonstrate how it is creative and how it has the potential to stimulate the interest of the public and media.

Grant Follow-up

All recipients of a Rosie Fund grant must complete a grant evaluation by the designated due date as outlined in the recipient award letter by the Community Foundation of Kankakee River Valley. All follow up forms and their due dates will be available in the grant application portal.