

2018 Capacity Building Grant Cycle Overview

Applications will be accepted between 10/16/18 and 11/13/18.

Applications are due by 9 PM on November 13, 2018.

BCF recognizes that one goal most organizations share is to perform their work more efficiently and effectively. This capacity building grant cycle is part of a program to assess if focused grant making can help achieve that goal. Improvements in the areas of administration, governance, planning, and fundraising are most desired. Therefore, this grant cycle will be focused on building an organization's internal capacity in these areas in order to strengthen and support our local nonprofit sector.

Capacity building is distinguishable from direct program services, general operating support or capital expenses in that they typically seek to increase the knowledge, skill level and/or efficiency of a nonprofit board and/or staff. Capacity building services are typically provided by an individual outside of the organization that has the expertise and the ability to focus on one aspect of an organization's management. These include but are not limited to:

- Board / Staff training
- Strategic planning
- Analysis of programs, technology and fundraising
- Program evaluation

We are looking for deep work from committed organizations. Commitment will be measured by a combination of the following:

- An organization's willingness to provide partial funding for their work from their own resources
- A high level of board involvement and participation
- A willingness to share information and outcomes with us and other organizations as appropriate

We are looking for organizations that are actively working to build capacity or already have a plan in place to do capacity building work.

Grant Application Details

- Grant size will be between \$500 and \$1,500.
- Only 501 (c) (3) nonprofit organizations serving Bainbridge Island are eligible to apply.
- It will be an open, online application process administered through Common Grant Application (CGA) (www.commongrantapplication.com).

- **Please log into your existing account to complete your application.** If this is your organization's first time utilizing Common Grant Application, you will need to set up a new account.
- *If your organization applied to the 2018 BCF Community Grants Cycle (CGC), no Organizational Financial information will be required; only program-specific information will be needed for this application, Info required will include program description, program budget, etc. We will have your organization's financial info from your 2018 CGC application.*
- Applications will be reviewed by the BCF Grants Committee.
- Site visits will not be part of the review process.
- Grant awards will be announced in mid-December.
- Organizations will have from January 1 through June 30, 2019 to start and complete the work they have proposed. Please complete your proposed work in this 6-month timeframe. Extensions are discouraged.
- If you have any questions about using the Common Grant Application site, please contact Common Grant Application directly. Their contact information can be found by visiting their website: www.commongrantapplication.com and clicking on the [Contact Button](#).
- They may also be reached by phone at: (310) 490-1277.
- **Final reports must be completed and submitted by July 31, 2019** via Common Grant Application. Failure to submit the final report will result in an organization's ineligibility to apply for funding the following year.