

CDC FUND 2019 APPLICATION

* Required

1. Email address *

CLICK NEXT TO CONTINUE



ABOUT THE FUND

Community LIFT is seeking written proposals from Community Development Corporations that are interested in funding that will help build organizational capacity in one or more of the following focus areas: FINANCIAL MANAGEMENT, HUMAN CAPACITY, SYSTEMS MANAGEMENT, and ORGANIZATIONAL MANAGEMENT or advance the work of CDCs through the PROGRAM ADVANCEMENT category (CAT Level IV CDCs ONLY). Visit our website at www.communitylift.org for a description of each of these focus areas.

The CDC Fund was established after a comprehensive research process, and with support from a 13-person advisory committee comprised of LIFT's community partners and local foundations, philanthropy, financial institutions, and of course, CDCs. The research process revealed that the local CDC sector is severely underfunded and operating with limited capacity, but with increased investment, can have a larger impact on the communities they serve. To help address Memphis' broken cycle of community reinvestment activities, we developed the CDC Capacity Building Fund, the city's only dedicated source of funding solely for CDCs.

The vision of the fund is to ensure a robust, effective network of CDCs that are capable of serving as quarterback agencies for scaled revitalization efforts that significantly enhance the quality of life in Memphis' distressed neighborhoods, thus serving as catalysts for equitable economic growth and advancement.

For the purpose of this fund, the term capacity building refers to the development of core skills, management practices, strategies, and systems to enhance an organization's effectiveness, sustainability, and ability to fulfill its mission.

CLICK NEXT TO CONTINUE TO ELIGIBILITY REQUIREMENTS

ELIGIBILITY REQUIREMENTS

1. The CDC Fund is exclusively for CDCs; other community based organizations are ineligible to apply.
 - a. For this fund, CDCs are defined as a 501C3, community-based organization focused on the community engagement, physical and economic revitalization of the areas in which they are located, typically low-income, underserved neighborhoods that have experienced significant disinvestment.
 - b. A CDC’s ultimate goal may be comprehensive community redevelopment: CDCs generally focus on one or more program areas, such as housing development, economic development (job training, commercial development, small business assistance, etc.), neighborhood planning, infrastructure, and the development of community facilities.

2. New applicants and current/past grantees must attend one of the Information Sessions. Information session dates, times, locations, and how to register are listed in the PROPOSAL GUIDELINES section.

3. Applicants must show evidence of operating as a CDC for at least a year and have an operational budget for that year.

4. Applicants must have completed the BLDG Memphis’s Capacity Assessment Tool (CAT) within the last three years (last eligible date: March 30, 2016). Contact Donna Olds-White via email at donna@bldgmemphis.org.

5. Applicants must have a WHERETOGIVEmidsouth.org profile. If your organization does not already have a profile, please contact Olivia Wilmot at the Community Foundation of Greater Memphis via email at olivia.wilmot@cfgm.org.

CLICK NEXT TO COMPLETE AND SUBMIT AN APPLICATION

ORGANIZATION INFORMATION

2. CDC Name *

MAILING ADDRESS

3. Street *

4. State *

5. City *

6. Zip Code *

CONTACT INFORMATION

7. Website (optional)

8. Executive Director/President Name *

9. Executive Director/President Phone *

10. Executive Director/President E-mail *

11. Board President Name *

12. Grant Contact Person Name (If Different from Executive Director/President)

13. Grant Contact Person Phone (If Different from Executive Director/President)

14. Grant Contact Person E-mail (If Different from Executive Director/President)

NEIGHBORHOOD SERVICE AREA

15. Describe the neighborhood(s) your organization serves. Identify the north, south, east, west boundaries of your service area. *

CDC MISSION STATEMENT

16. Please provide your organization’s mission statement. *

CDC FOCUS AREA(S) AND PROGRAM(S)

We define CDCs as non-profit, community-based organizations focused on the physical and economic revitalization of the areas in which they are located, typically low-income, underserved neighborhoods that have experienced significant disinvestment. While their ultimate goal may be comprehensive community redevelopment, CDCs generally focus on one or more program areas, such as housing development, economic development, workforce development, neighborhood planning, and they serve as a quarterback agency for community collaboration and resident engagement.

17. Please select your organization's primary focus area(s) from the menu below. Select ALL that apply. *

Check all that apply.

- Community Engagement/Resident Empowerment
- Housing
- Economic Development
- Other

18. Please list and describe your organization’s program(s) including goals, program successes, number of people served, and program impact data (for example the number of blighted lots cleaned, number of houses renovated/built, number of residents engaged in neighborhood planning session, etc.) Word limit 750 characters *

APPROACH TO EQUITABLE COMMUNITY DEVELOPMENT

We firmly believe that community development must be equitable with ownership by residents and other stakeholders – from vision to implementation, to benefiting from the transformation.

19. Please describe your organization’s approach to equitable community development and how you build ownership of the work among residents and other stakeholders. Word limit 750 characters *

APPROACH TO CROSS-SECTOR PARTNERSHIPS

Our ideal grantees are committed to serving as a “community quarterback,” those who recognize the importance of sharing resources and knowledge, and collaboration across silos in order to accomplish agreed upon goals.

20. How is your organization working with cross-sector partners or other institutions to link your service area to broader efforts for economic development, poverty alleviation, better public education, public safety, and public health? Cross-sector partners could include government, education, healthcare, philanthropy, public safety, and faith based institutions, public or private. Word limit 750 characters *

CDC FUND GRANT PROJECT BUDGET

21. Please specify the amount requested from LIFT for CDC Fund project. *

22. Upload CDC Fund Grant Project Budget Template (only Word, Excel, or PDF files allowed) *
Files submitted:

CDC FUND GRANT PROJECT INFORMATION

23. Please select which category most closely relates to your funding request. *

Mark only one oval.

- Financial Management (Office Operations, Financial Management Training, Accounting, etc.)
- Human Capacity (Consultant, Additional Staff, Fundraising, Grant Writing Intern, Case Management, etc.)
- Systems Management (Updating Systems, Updating Technology, Technical Skills Training, etc.)
- Organizational Management (Program Development & Evaluation, Marketing & Communications, Legal Affairs, Leadership Development)
- Program Advancement (Level IV CDCs ONLY, Operational or Program Support) *Skip to question 28.*

CAPACITY BUILDING PROJECT NARRATIVE

Please answer the following questions about your capacity building project.

24. Please describe how the Capacity Building grant funds awarded will be used? Word Limit 250 characters *

25. Please list and describe the capacity building project goals and anticipated results. Include key indicators used to measure success. Word Limit 500 characters *

26. Please describe how you determined the need for your capacity building request. Specify if your proposal was informed by the CAT, self-identified or by another source. Word limit 500 characters *

27. Please describe your organization's strengths and capacity building needs, as identified by the Capacity Assessment Tool (CAT). Word limit 250 characters. *

28. Please describe how the proposed use of funds will advance the work of your organization and your impact in the neighborhood it serves. Word limit 500 characters. *

Skip to question 33.

PROGRAM ADVANCEMENT PROJECT NARRATIVE

Please answer the following questions about your program advancement project.

29. Please select which category most closely relates to your program advancement request. *

Mark only one oval.

General Operating Support

Program Support

30. If applying for program support, please specify if program is new or existing.

Mark only one oval.

New Program

Existing Program

31. Please describe how the Program Advancement grant funds awarded will be used. Word Limit 250 characters *

32. Please describe the anticipated results of the grant project. Include short term, midterm, and long term outcomes. Word Limit 500 characters *

33. Please list and describe the key indicators that will be used to measure success. Word Limit 500 characters *

REQUIRED DOCUMENTS

The following documents must be submitted along with your application. ONLY Word, PDF or Excel files will be accepted.

Please upload the following documents.

1. IRS 501(c)(3) Letter (DO NOT UPLOAD IF YOU WERE AWARDED A GRANT IN 2017 OR 2018)
2. CDC Fund Organizational Budget Template, March 2019
3. Executive Board List/Roster

4. Recent Minutes from Board of Directors Meeting (within the last quarter)
5. List of Staff (Fulltime/Part-time) or Volunteers
6. CAT letter indicating CAT assessment completed within last 3 years

OPTIONAL**** CAT documentation identifying CDC as Level IV. (Only if applying for Program Advancement Funds)

34. UPLOAD REQUIRED DOCUMENTS HERE *

Files submitted:

A copy of your responses will be emailed to the address you provided

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