

WEST CENTRAL INITIATIVE COMMUNITY CHANGE MAKERS GRANT PROGRAM

The Community Change Makers Grant Program aims to help west central Minnesota communities become more socially-connected, equitable, hopeful and empowered.

The ideal project will engage residents, contribute to social cohesion and implement strategies that strengthen the communities of west central Minnesota. Because this is a new grant program, it is subject to revision and improvement. To assure you have the most up-to-date material, check the expiration date on the bottom of this page.

ELIGIBILITY

Grant applicants must be 501(c)(3) nonprofits, school districts, or local units of government that serve the people and communities in Becker, Clay, Douglas, Grant, Otter Tail, Pope, Stevens, Traverse, and/or Wilkin counties.

To foster new networks and community engagement, WCI has broadened the types of activities and groups that are eligible to receive WCI funding under the Change Makers program. However, the following eligibility restrictions on applicants and use of funds still apply:

Ineligible Applicants and Fund Use

- Individuals
- For-profit businesses
- Family planning, pregnancy counseling, and related providers and services
- Terrorist groups and terrorism activities of any kind
- Applicant that has failed to meet terms and conditions of previous WCI awards
- Lobbying or political activities
- Religious activities
- Past operating deficits
- Reducing or offsetting the cost of mandated governmental services

AWARD AMOUNT AND MATCHING REQUIREMENTS

Change Makers requests should not exceed a maximum of \$5,000. Generally, the grant will fund 50 percent or less of the total project budget. Priority consideration will be given to projects that have already secured local financial support.

GRANT PRIORITIES

Change Makers grants support projects that address at least one of the following priorities:

1. Help communities to become more welcoming of new residents and more adept at engaging with diverse populations.
2. Involve community members in a planning process that addresses a community issue.
3. Engage residents in implementing strategies identified in a community plan.
4. Experiment with new approaches to increasing resident engagement in civic life.
5. Through technical assistance or training, improve nonprofits' ability to secure local investment in addressing community need.

The listed grant priorities may be changed by WCI to reflect what has been learned during the previous grant round. To make sure you have the most current listing of grant priorities, check to see that the expiration date on the bottom of this page has not passed.

REVIEW CRITERIA

The criteria that will be used in making funding decisions are listed below.

- Priority Fit: The project clearly addresses at least one of the five listed priorities of the Community Change Makers Grant Program.
- Program Fit: The project focuses on efforts that will help the community become more connected, equitable, hopeful and empowered. The applicant has provided a convincing case that they are aware of potential barriers to resident participation and are committed to removing these barriers.
- Work Plan: The proposal plainly describes the need for the project and the action steps to be taken. Sufficient time and personnel have been allocated to execute the activities described in the proposal.
- Budget: The budget is reasonable and adds up. Sufficient detail is provided regarding use of funds. Generally, the grant will fund 50 percent or less of the total project budget. The applicant can include in-kind contributions in their budget. Priority consideration will be given to projects that have already secured local financial support.
- Evaluation: The applicant clearly communicates what project success will look like and how impact will be measured.

Funding decisions may be influenced by West Central Initiative's commitment to achieving equitable distribution of grant funds across the nine counties we serve.

Applications from previous Change Makers awardees are welcome, however, proposals from new applicants will be given priority.

2019 SUBMISSION DEADLINE

The Change Makers program will undergo review after the current grant round and may not be offered again. Therefore, anyone interested in the grant program is advised to submit a proposal by March 8, 2019.

Proposal Due Date

Friday, March 8, 2019

The length of review time for funding decisions will vary with the number of applications received. WCI will contact applicants to let them know when to expect a funding decision within six weeks of the proposal due date.

APPLICATION PROCESS

Please complete the provided cover page and budget form and submit with a project narrative that numbers and addresses the seven listed questions. If the expiration date at the bottom of this page has passed, please contact Wendy Merrick for the current form. Call WCI at 1-800-735-2239 or send an e-mail to wendy@wCIF.org with any questions about this application.

Send or e-mail the completed application to Wendy Merrick, wendy@wCIF.org, West Central Initiative, PO Box 318, Fergus Falls, MN 56538-0318. If you will be e-mailing your application, if possible, please attach your application as a single document. If it is not possible for you to e-mail your proposal as a single attachment, don't worry, WCI will resolve.

**West Central Initiative
46 COMMUNITY CHANGE MAKERS GRANT APPLICATION**

APPLICANT

Organization name:

Address:

City:

State:

Zip code:

Telephone:

Contact person:

Title:

Telephone:

Email:

Type of organization: 501(c)(3) Unit of Government Other (specify)

Applicant's federal tax identification number:

FISCAL AGENT

This section should be completed only if the applicant organization is not a 501(c)(3) or governmental agency and therefore not eligible to receive grant funds directly from WCI.

Name:

Address:

City:

State:

Zip code:

Contact person:

Title:

Telephone:

Email:

Fiscal agent's federal tax identification number:

PROJECT INFORMATION

Name of Project

TOTAL PROJECT COST \$

Cash requested of WCI \$

Cash match \$

In-kind match \$

Project Period:

From:

To:

Number of organizations participating in or benefiting from this project:

Number of participants expected to be involved in this project:

CERTIFICATION

I certify that the information contained in this grant application is true and correct to the best of my knowledge and belief, and that I have the authority to apply for the funds requested:

Signature:

Title:

Date:

While you may use a different form for communicating the proposed budget, it is important that the format include both cash and in-kind costs and sources of funds.

PROPOSED BUDGET

ESTIMATED PROJECT COSTS	CASH REQUESTED OF WCI	CASH FROM APPLICANT & OTHER SOURCES	IN-KIND FROM APPLICANT & OTHER SOURCES	TOTAL PROJECT
Salaries and benefits				
Consulting fees				
Meeting expenses				
Travel for participants				
Travel for staff/consultants				
Communications (postage, printing, telephone, etc.)				
Supplies				
Other:				
Other:				
Other:				
TOTAL COSTS				
SOURCES OF FUNDS FOR PROJECT	CASH		IN-KIND SUPPORT	TOTAL PROJECT
Request of WCI				
Applicant				
Other:				
Other:				
Other:				
TOTAL SOURCES OF FUNDS				

PROGRAM NARRATIVE

After your cover page and budget forms, please insert your program narrative. Your narrative should not be inserted into the form on this page. It does, however, need to number and answer the seven questions listed below.

Please limit your narrative to four, single-sided pages.

Do not include any hyperlinks in your narrative or provide any attachments.

PROJECT NEED AND PROPOSED ACTION STEPS

1. Why is the proposed project needed?
2. How will the proposed project address the need?
3. Please list each of the project action steps along with the date by which it will be completed.

PROJECT PLANNING AND NETWORKING

4. Who has been involved in identifying the need for this project and in developing the action plan? Briefly describe their role.
5. How will this project help your community become more socially connected, equitable, hopeful and empowered?

FINANCIAL NEED AND RESOURCES

6. How will the funds requested from WCI be used?

OUTCOMES AND EVALUATION

7. What measures will you track and report back to West Central Initiative to demonstrate that this project has had a positive impact and has helped your community become more socially connected, equitable, hopeful and empowered?