



**Deadlines:**

**Quarterly grant requests over \$1,000:** January 2, April 1, July 1, October 1

**Monthly small grant (requests \$1,000 or less):** Last Friday of every month.

**Grant Requirements:**

- Proposals must fulfill the mission of the Barberton Community Foundation:  
*To improve, now and forever, the quality of life for Barberton residents.*
- Proposals must exclusively benefit the citizens of Barberton, the City of Barberton or the Barberton City Schools.
- Proposals should demonstrate both a measurable need and impact on the community.
- Any proposal for the benefit of Barberton City Schools and its students, must first be submitted to the Superintendent for review and approval by the Barberton City School District Board. Only after the proposal is approved by the School Board, will it be reviewed by the Barberton Community Foundation.
- All proposals must include one copy of full board minutes noting the governing body has approved the submission of the application.
- Proposal must demonstrate under what strategic granting model of the Foundation that this project aligns with (1) Responsive | Goal: address short term needs in our community for 1-3 years while developing a sustainability model and clear future for each initiative (2) Strategic Collaboration | Goal: Join with others to launch programs that maximize community impact, or (3) Foundation Facilitated Initiative | Goal: Launch and facilitate continual development of foundation and community driven initiatives that support transformational change to benefit the residents of Barberton.

**Grant Eligibility:**

- Applying organization must be a **“qualified organization,”** which means an organization described in Section 501(c)(3) and Sections 509(a)(1) or (2) of the Internal Revenue Code **OR** is a government unit described in Section 170(c)(1) and 170(b)(1)(A)(v) of the Code.
- The organization must have been in existence for a **minimum of two years** prior to application. The organization need not have been a “qualified organization” for two years.

**Grants are not given to:**

- Projects that do not exclusively benefit the citizens of Barberton
- Individuals
- Fund on-going operating expenses
- Fund debt-reductions, deficits or previous obligations
- Fund annual fund raising drives or fund raising activities
- Fund political projects, sabbatical leaves or scholarly research
- Fund venture capital for competitive profit-making activities
- Religious organizations for religious purposes
- Endowments housed at institutions other than the Barberton Community Foundation

**Quarterly/Small Grant  
Application**

**Proposal Checklist:**

- For Quarterly Grant**, submit a total of 12 copies of cover sheet and narrative pages, and, if applicable, organization history page and **on 3 hole punch paper, no staples**
- For Small Grant**, submit a total of 6 copies of the cover sheet and narrative pages, and, if applicable, organization history page.
- Submit 1 copy each of Board minutes approving the proposal, organizational chart, current year budget for the organization and board of directors list
- Submit 1 copy of the most current audited financial statement or 990.
- Please supply Organization Background information and include a copy of the IRS Determination Letter (even if you’ve applied and received funding in the past year)

Name of Organization: \_\_\_\_\_

Full Mailing Address: \_\_\_\_\_

Program Contact and Title: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

EIN Number: \_\_\_\_\_

501(c)3 organization?  Yes  No

This project will exclusively benefit the residents of Barberton  Yes  No

Under what area of strategic focus of the Foundation this project align?

Economic Development  Educational Excellence

Social Service  Community Image

Please explain how this project aligns with the area of strategic focus: \_\_\_\_\_

Under what area of strategic granting of the Foundation does this project align (*this does not need to be filled out for a small grant request*):

- (1) **Responsive** -defined as | led by community members or non profits | response to non profit needs or emerging community needs | defined life cycle and short term effort | varying levels of staff and board involvement| limited or not evaluation quantitative and qualitative outputs
- (2) **Strategic Collaboration** - defined as | Led by a collaborative group *including the Foundation* | multiple funding partners | focused on improving or coordinating programs that maximize community impact | longer effort, but may have limited board and higher staff involvement | evaluation of quantitative and qualitative results
- (3) **Foundation Facilitated Initiative** defined as | facilitated and/or initiated by Foundation | can be primary funder | focused on transformational change | long term commitment | high board and staff involvement | long term process and outcome evaluation with quantitative and qualitative results; can be from a third party evaluator

Please explain how this project aligns: \_\_\_\_\_

Please indicate how you will leverage this project (leverage is defined as: “value added” which can be cash or in kind including but not limited to, supplies, volunteer, professional assistance, and/or equipment.) \_\_\_\_\_

The Barberton Community Foundation is defined under its Code of Regulations as a supporting organization to the City of Barberton and the Barberton City School District. Please explain how this project is in alignment with the mission/focus of the above



**identified supported-organizations:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Project Overview**

**Project Title:** \_\_\_\_\_

**Start Date:** \_\_\_\_\_ **End Date:** \_\_\_\_\_

**Amount Requested:** \_\_\_\_\_ **Total Project Budget:** \_\_\_\_\_

**Project Objectives and Measurement of Results**

List up to 3 project objectives (**must include how you will measure project results**)

1. Increase access to healthy transportation and recreation alternatives to address the issue of physical inactivity.
2. Improve quality of life for residents of Barberton through expanding opportunities for leisure activity.
3. Reduce transportation barriers for residents as a lack of reliable transportation is a challenge for many Barberton residents.

The results of these project objectives are measured through a mandatory post-ride survey of each participant of the Summit Bike Share program.

**Project Budget**

Revenue	Amount	Secured?	Expenses	Amount	Requested of BCF
					X
<b>Total</b>			<b>Total</b>		

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## **Quarterly/Small Grant Application Project Narrative**

In the space allotted (1 page), describe the population to be served and how it will benefit from this project. What do you expect to happen as a result of this grant? How will you measure your results? How will you fund this program/project in the future?