



The Community Foundation
for Greater New Haven



Neighborhood Leadership Program

Strengthening New Haven Communities!



2012 Grant Guidelines
& Application



Neighborhood Leadership Grant Program

The Community Foundation for Greater New Haven (The Community Foundation) works with leaders **like you**, in New Haven neighborhoods to make our community a better place to live. We believe that resident leaders have the power to influence what happens in a neighborhood and the ability to build community where they live. We believe that all communities have assets, which include neighborhood residents, local institutions, and private and public resources. Furthermore, we believe that by supporting neighborhood leaders we facilitate their ability to inspire other residents.

The New Haven Neighborhood Leadership Program has the following goals:

1. **To encourage positive relationships among residents based on equality and valuing everyone's contributions.** In support of this goal, we fund projects that help neighborhood residents get to know each other and projects that help build a sense of community.
2. **To support resident leaders.** In support of this goal, we fund efforts to identify and develop the skills of leaders.
3. **To help residents organize to create positive change in the community.** In support of this goal, we fund projects in which there is evidence of a neighborhood group taking action on an important community issue(s).
4. **To connect residents and resident-led groups across neighborhoods so they can learn from one another and take action on common concerns.** In support of this goal, we fund projects that bring residents of two or more neighborhoods together to take action on an issue that is of mutual interest.
5. **To bring new partners to the work of resident-centered community building.** In support of this goal, we fund community groups that partner with organizations that are not resident-led but are identified by residents as necessary partners to address a resident concern. These potential partners might be religious institutions, schools, non-profits organization, or businesses.

The Community Foundation is also working in response to wider **community interests and priorities, including educational success for children; creating a college going culture; reducing violence; and healthier babies.** Focusing on these interests is NOT A REQUIREMENT; however, if your project addresses one or more, it is more likely to receive funding. Please note also that addressing one or more of these interests or priorities alone will NOT result in a grant. It is more important that you request funding for a project you are willing and able to do.



The Priority areas in 2012 are:

- 1. To enhance student achievement.** The Community Foundation supports the New Haven Public Schools' School Change Initiative, which includes [BOOST](#), a program of the United Way of Greater New Haven. To support this objective, your project must create an out of school program that promotes children's physical, social or emotional development to ensure they are ready and available to learn in the classroom or a program where parents are supported in helping their children to succeed in school.
- 2. To support a college going culture.** The Community Foundation supports [New Haven Promise](#). To support this objective, your project must support students and/or parents in their efforts to meet the requirements of New Haven Promise.
- 3. To help reduce violence.** The Community Foundation supports the [New Haven Family Alliance Street Outreach Worker program](#). To support this objective, your project must bring people together in ways that help them to get to know each other or to understand each other. We are especially interested in projects that create a safe space where adult residents build positive nurturing relationship with children in their neighborhood, as this has been found to help reduce violent crime in urban neighborhoods
- 4. To promote infant health and ensure better birth outcomes.** The Community Foundation supports [New Haven Healthy Start](#). To support this objective, your project must help expectant mothers or their families in ways that are in line with the goals of New Haven Healthy Start.

Guidelines

- The Neighborhood Leadership Program provides grants up to \$3,000 and Leadership Workshops to help you to contribute to positive change in your neighborhood.
- Grants are limited to New Haven's neighborhoods.
- Grantees, someone from your group, who have not participated in previous Neighborhood Leadership sessions **MUST** attend all five sessions in order to receive the approved funding.
- For your convenience, two rounds of training will be offered in 2012. Each round of training includes five sessions.
- If you have non-profit 501(c)3 status and have more than 2 paid staff, you are not eligible for this funding.
- Eligible recipients include but are not limited to: Art groups; Block Watch groups; Business or Tenant Associations; Faith-based Organizations; Parent or Youth Groups; Neighborhood Groups or Associations; Service Clubs; Groups that serve children, youth or families; individuals in partnership with a non-profit; and partnerships between groups previously mentioned.



- Eligible project categories include, but are not limited to, the following:
 - Educational Enrichment Activities such as Art, Technology, Dance, Music, Leadership Development, Mentoring, Tutoring
 - Neighborhood Identity & Pride such as Fairs, Festivals, Neighborhood History Education
 - Beautification such as Mural Painting, Clean-ups, Upgrading Playgrounds or Public Spaces
 - Youth Initiated programs for other youth such as Youth Fairs, Teen Discussion Groups
 - Athletic Activities including the purchase of Athletic Equipment and Creative/Educational Play supplies
 - Educational Trips (ONLY within Connecticut)
 - Skills Development for Children, Youth and/or Parents such as Workshops, Seminars

*** NOT eligible for funding:** 1) Municipalities; 2) Nonprofit agencies with 3 or more paid staff; 3) Salaries or stipends; 4) Recreational trips such as trips to theme parks.

Leadership Sessions

If your grant proposal is awarded for funding, someone from your group who has not previously participated in the **Leadership Sessions** must attend the 2012 sessions in order to receive the awarded funding. The sessions are tentatively scheduled from June through September of 2012. These training sessions build on each other, so the same person must attend all five of the sessions.

The objectives of the Leadership Training are:

- Leaders will learn the concepts and principles at work in a relational culture. If you are interested in learning more about relational culture now, we recommend you read the document linked [here](#).
- Leaders will learn how to apply these concepts and principals in the work they are doing (for which they receive The Community Foundation funding).
- Leaders will be mentored as they practice what they learn in the training sessions to advance the work in their community.

Applying for a Grant

- **Applications must be submitted via email by 12:00 pm on Monday, February 13, 2012.** If submitting the application via email is not possible for you, please contact Laura E. Falanga at lfalanga@cfgnh.org as soon as possible to discuss options.



- In order to be accepted, the applications must be fully completed, including the Budget Form. Carefully check your totals, as an application with incorrect totals will be considered incomplete. Applications with an unchecked Anti-Discrimination policy form will also be considered incomplete. Incomplete applications will not be considered by the Selection Committee.
- If you are partnering with another organization or community group, a Letter of Support from your partner is required. A standard partnership Form Letter of support is attached (see last page of application). Feel free to use this sample form or create your own.
- This program is not a source of on-going funding. However, The Community Foundation for Greater New Haven recognizes that more than one year of support may be needed for a group to build capacity. For this reason, groups that received a grant in the past are welcome to re-apply.
 - If a group has already received 5 years of consecutive funding, it will not be able to submit an application for a 6th year of funding. The group may reapply in the 7th year.
 - All applicants who have received funding in previous years need to be current on grant reports in order to receive new funds. Applications will not be accepted if your group has outstanding reports, receipts or any other documents.
- Do not send pictures, posters or any documentation not requested in the application.
- Applications submitted after the deadline will not be considered.

Preparing a Budget

Enter your project budget in the worksheet at the end of this application. Funding is more likely if you have checked prices, so that your budget is realistic in terms of the costs of the items you will need to buy. We encourage you to use resources in your neighborhood when possible, and try to get items such as food and space **donated** if you are planning an event. Try to think creatively about how you can use neighborhood assets to accomplish your project. You must specify the following: (if applicable)

- **Other Sources of Funding:**

Money for this project that comes from anywhere else. The Community Foundation looks favorably on projects with funding from other sources.

- **Donations:**

If your project gets equipment, supplies, labor for which you will not have to pay, also known as in-kind donations.

- **Equipment**

Includes reusable items such as bats, team t-shirts, uniforms, tables and chairs, etc.

- **Supplies**

Includes food, refreshments, napkins, paper cups, paper plates, arts & crafts supplies, paper, etc.



➤ **Contractual Services/Labor**

May include, as examples, a speaker, an electrician installing electricity at a podium, security staff for a dance. The Neighborhood Leadership Grant Program does not pay stipends or salaries such as payments to coaches, referees, student workers, or teachers.

➤ **Transportation**

The Neighborhood Program will pay for the rental of buses or mileage. ONLY in-state.

➤ **Insurance**

A grant recipient can purchase a rider to an insurance policy awarded to a social service agency or a religious organization to cover the event being funded.

Note: When the budget form is filled out, any items that will go under the columns of either other sources of funding or donations must have been requested or confirmed. Securing other sources of funds or donations is encouraged.

When will I know if I was awarded a grant?

The Board of Directors is scheduled to act on recommendations to support projects in April 2012 (subject to change). Applicants are encouraged to periodically check The Community Foundation for Greater New Haven's website at www.cfgnh.org for updates after the 3rd week of April 2012. All applicants will be notified by mail as to the decision about their application as soon as possible after the Board decision. The Community Foundation will **not** make payment to individuals. If your group does not have legal nonprofit status, also known as 501(c)3 status, you should establish an account in the name of your group/organization at a local bank. You can also partner with a nonprofit organization with 501(c)3 status to serve as your fiduciary agent. If you choose to partner with a 501(c)3, the organization must submit a letter of support (see last page of application for sample).

Sharing your Neighborhood Project Events and Activities

Please visit The Community Foundation's facebook page ([Facebook/cfgnh](https://www.facebook.com/cfgnh)) and [GNH Community](https://www.facebook.com/GNHCommunity), where you can register and post your events, including pictures and video. You can also share your information via email at contactus@cfgnh.org.

If you have any questions about the application or need help completing the application, please contact Laura E. Falanga via e-mail lfalanga@cfgnh.org or by phone at (203) 777-7084.