



Strengthening Nonprofits Fund Grant Application

Introduction

A strong nonprofit community is collaborative and made up of organizations that efficiently and effectively manage their operations and provide high-quality programs that meet community needs. We believe that one of the best ways to strengthen our community is by helping to strengthen nonprofits. Nonprofits are doing vital, smart and innovative work every day all over the county.

Our Strengthening Nonprofits Fund provides grants for Anne Arundel County nonprofit organization staff members, volunteers and board members who are interested in learning more about fundraising and development, nonprofit management, board development, marketing and communications as well as other capacity building opportunities.

The grants cover costs associated with participating in courses, seminar series or conferences identified by the nonprofits. Strengthening Nonprofits Grants are funded by proceeds from the annual Celebration of Philanthropy Luncheon in Anne Arundel County.

Eligibility

To be considered for a grant, the applicant must be:

1. A resident of Anne Arundel County and
2. A board member, volunteer or staff member of a nonprofit organization serving primarily Anne Arundel County.

Award Selection Guidelines

Applications are accepted year-round and reviewed on a case-by-case basis, with decisions rendered within 4 weeks. The maximum annual award is \$250 per individual and \$750 per organization. All grant recipients will be required to submit a brief report following the course, seminar or conference.

Additional details:

- Applications can be submitted for any paid staff, board member or volunteer of the nonprofit as long as the organization's leader supports their application. Please note that priority is given to paid staff members.
- Priority is given to nonprofits with limited budgets and staff capacity.
- CFAAC will not award a grant for a course, seminar series or conference that has already begun or taken place at the time of application review.
- If a nonprofit grant recipient does not attend the course, seminar series or conference paid for partially or fully by the CFAAC, that recipient will be requested to refund the payments that CFAAC made on his/her behalf.

Eligible Activities

Included are:

1. Training and courses offered by professional and nonprofit organizations, such as the Association of Fundraising Professionals (AFP-MD) Fundraising Day and seminars, Maryland Association of Nonprofit Organizations (MANO), Anne Arundel Community College, The Foundation Center, Association of Baltimore Area Grant Makers (ABAG) and The Council on Foundations.
2. Courses offered by accredited educational institutions on the topics of nonprofit governance, management, finance and fundraising.
3. Funding to support professional certification.
4. Registration and/or fees to attend programs, conferences and other related events.

Excluded are:

1. Books, travel, subscriptions, meals and other entertainment.
2. Membership dues.

Application Process

Interested parties should fill out and submit the Strengthening Nonprofits grant application form. The form is available on line at www.cfaac.org

Applications should be mailed, faxed, or e-mailed to:

Jan Hoffberger, Manager, Grants and Scholarships
Community Foundation of Anne Arundel County
914 Bay Ridge Road, Suite 220, Annapolis, MD 21403
Fax: 410.280.1104
Email: jan@cfaac.org

Payment

CFAAC will make all checks payable to the nonprofit organization to which the recipient is a staff, board member or volunteer. No payment will be made to the individual applying for the grant.

Contact

If you have questions please call 410.280.1102

Strengthening Nonprofits Fund Grant Application

Strengthening Nonprofits grants are available to help those working, leading and volunteering with Anne Arundel County nonprofit organizations to increase their knowledge of fundraising and development, non-profit management, board development, marketing and PR as well as other capacity building activities. Grants are awarded based on a combination of need for education, capacity to fund this education, desire/interest, and the benefit created by the new/enhanced knowledge.

To apply, please provide the following applicant information and the specific information required for the grant(s) requested.

Name of Applicant: _____

Position Title/Organization: _____

Address: _____

Telephone No. _____

Email: _____

I am applying for a grant for (please check one):

- Training/courses offered by organization Course offered by educational institution
 Attendance at event/program/conference Other (describe)

Total Cost \$ _____ **Amount Requested \$** _____ **Operating Budget \$** _____

Please provide the following additional required information for each grant request in no more than one page:

1. Brief description of the proposed course, training or seminar (please attach a brochure, flyer or publicity if appropriate.)
2. What is going on at your organization that makes this course, training or seminar timely? How will participating in this course, training or seminar help address your organization's needs? Please be specific and brief.
3. Has your organization already incurred expenses toward this course, training, or seminar? If so, what are they?
4. If you do not receive a Strengthening Nonprofits grant, will you still be able to attend the course, training or seminar?

I certify that all the information provided is true.

Signature: _____ **Date:** _____

Signature of Executive Director/CEO/President, if applicable: _____

Date: _____

Please submit application and attachments to:

Jan Hoffberger, Manager, Grants and Scholarships
Community Foundation of Anne Arundel County
914 Bay Ridge Road, Suite 220, Annapolis, MD 21403
jan@cfaac.org

If you have questions please call 410.280.1102