



P.O. Box 1538  
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303.279.9169  
[www.GoldenCivicFoundation.org](http://www.GoldenCivicFoundation.org)

August 14, 2019

**Re: Important Revisions to the Golden Civic Foundation's 2019-2020 Community Grant Program**

**Dear Golden Nonprofit, Civic and School Organizations,**

On behalf of the Golden Civic Foundation's (Foundation) Board of Directors, thank you for your interest in our Community Grant Program. Since 1970, the Foundation's Community Grant Program has provided more than \$6.1 million to charitable organizations, public schools, museums and cultural centers in the greater Golden area. Last year alone, we gave nearly \$200,000 to 39 civic organizations, schools and nonprofits located in Golden.

The Foundation has administered our Community Grant Program for nearly five decades and each year we receive many more requests for funding support than there are funds available. Therefore, we are continually refining how we best fund organizations while also increasing our local impact. With that said, *we have made some minor revisions to the grant guidelines for the 2019-2020 grant cycle so it is important that you read this introduction letter in its entirety.*

These guidelines are designed to help you – the grant seeker – with the general information you need to apply for a grant and are not a guarantee of success. Each proposal is evaluated on its potential value to the Golden community, funds available for disbursement, and the quality of planning, leadership, collaboration and vision expressed in the proposal. Please note that organizations that do not follow these grant guidelines will not be considered for funding support.

## **COMMUNITY GRANT PROGRAM GUIDELINES**

### **Step 1 – Submit a Letter of Interest by Thursday, September 5, 2019**

We are interested in learning about your organization and about how the Foundation might assist you in achieving your goals to support and enhance our community of Golden. If you are interested in applying for a grant in the 2019-2020 grant cycle, **we now require that all applicants discuss their prospective proposal idea with us before submitting an application.**

Please email a one page Letter of Interest (LOI) **by no later than Thursday, September 5** to our Executive Director, Heather Schneider, at [Heather@GoldenCivicFoundation.org](mailto:Heather@GoldenCivicFoundation.org). This one-page LOI should include the following information:

1. Organization Name
2. Primary Contact Name, Email, Phone and Address
3. Brief description of the nonprofit, civic or school organization
4. If your organization received funding last year, please provide a brief report on how the funds were used

Note: There is no need to describe your intended grant proposal in this Letter of Interest; that opportunity will follow (see next page).



## Step 2 – Organization Interviews

Once we have received the LOI, we will assign one of our Board Members to schedule a meeting with your organization so that we can better understand what you seek to achieve and give you the opportunity to learn more about our process and how we might be of service to you. *By proactively meeting with Golden nonprofit, civic and school organizations we hope to have a positive outcome about the value of these meetings. They often generate creative thinking and synergies.*

## Step 3 – Submit Grant Application by Wednesday, November 1, 2019

Once you have met with one of our Board of Directors, our staff will email you a grant application. The grant application consists of three parts:

- **Part I** – Grant amount requested and purpose of grant.
- **Part II** – Answers to the following six questions:
  1. How will this grant provide the greatest positive impact on Golden?
  2. What is your organization's connection to Golden?
  3. How would the grant support the mission of the Foundation to “Build A Better Golden”?
  4. How does your grant help with the basic living needs of community members in Golden?
  5. How will this grant fill a need that your organization’s budget cannot address otherwise?
  6. How many years has the organization received a grant from the Golden Civic Foundation?
- **Part III** – Submit financial statements/other supporting financials, as applicable.

## Step 4 – Final Selection

A final review panel, comprised of Board Directors and Foundation Staff, will recommend the Community Grant recipients. Finalists will be contacted regarding the status and amount of grant in February 2020. The Foundation will formally announce and fund the 2020 Community Grant Recipients at our Annual Grants Luncheon on April 14, 2020.

Thank you for your interest in working with the Golden Civic Foundation to support and enrich our community. If you have any questions or would like help applying for a grant, please contact me.

Sincerely,

**Heather H. Schneider**

Executive Director

Email: [Heather@GoldenCivicFoundation.org](mailto:Heather@GoldenCivicFoundation.org)

Phone: (303) 279-9169