2023 Competitive Grants - Brevard

Community Foundation for Brevard

Eligibility Requirements

Eligible Organizations

- Social benefit corporations (nonprofit organizations) serving Brevard County, legally chartered and registered in the State of Florida and in possession of a determination letter from the IRS declaring the organization a public charity, exempt from federal income tax under section 501(c)(3).
  - Organization must have a minimum two-years operating history after the date of receipt of its 501(c)(3) classification
- Organizations must be in compliance with or exempt from registration requirements of Chapter 496, Florida Statutes, the Solicitation of Contributions Act.

For more detailed information and guidelines, please visit our website.

I have read and understand the eligibility requirements:

Choices

Yes

Florida 496 Registration*

Please enter your FL 496 registration number and expiration date (i.e. CHXXXXX, 05/01/2024). If your organization is exempt, please enter N/A and the reason for exemption (i.e. N/A, educational institution).

Character Limit: 75

Organizational Overview

Legal Name of Organization

If different from Organization Name on your grant portal profile

Character Limit: 50

Is your organization a local office, chapter, project, etc. of a larger entity?*

(i.e. university, umbrella organization, governmental agency, etc.)
If yes, you will be prompted to provide details for the parent organization at the end of the form.

Choices

Yes
No

**Mission/Goals:**
*Character Limit: 1250*

**List current key programs offered:**
Provide program/service name and a brief description of each.
*Character Limit: 1500*

**What recent achievement is your organization most proud of accomplishing?**
*Character Limit: 1500*

**What is your organization's most significant, current challenge?**
How are you addressing it?
*Character Limit: 1500*

**Annual Operating Budget:**
Enter the total current annual operating budget for the organization.
*Character Limit: 20*

**Personnel**

**Full-time Employees in Brevard:**
*Character Limit: 10*

**Part-time Employees in Brevard:**
*Character Limit: 10*

**Total Full-time Equivalent in Brevard:**
*Character Limit: 20*

**Number of Board Members:**
*Character Limit: 5*

Board member engagement provides credibility for the organization and access to networks and resources. One of the most basic measures of organizational health is the commitment of every board member to contribute within his or her means.

**Percentage of Board members who serve as volunteers (outside of Board meetings):**
*Character Limit: 5*
Percentage of Board members who contribute financially to the organization:*  
*Character Limit: 5

Conflicts of Interest*
Please disclose conflicts of interest or any matter which potentially raises a conflict of interest. If none, enter N/A.

- A conflict of interest is a transaction or arrangement that might benefit the private interest of an officer, board member, or employee.
- Conflicts of interest in a board of directors can take several forms. Related parties on the board, board members related to employees, certain transactions, and dual-capacity individuals may present a conflict of interest.

*Character Limit: 1500

Does your organization have a conflict of interest policy?*
*Choices
Yes
No

Organizational Demographic Information
Complete the questions below detailing the racial and ethnic diversity of your organization.

Executive Director/CEO:*  
How does your organization's leader publicly self-identify? Select from the drop down menu.
*Choices
Arab American/Middle Eastern/North African (MENA)
Asian /South Asian/Asian American
Black/African-American/Caribbean/African
Hispanic/Latina/Latino
Indigenous/Native American/Native Alaskan
Pacific Islander/Native Hawaiian
White/Caucasian/European
Multi-Racial/Multi-Ethnic/Mixed Heritage
Unsure/Other

Staff (excluding executive director/CEO)  
Include the number of staff members who publicly self-identify as the following:

Arab American/Middle Eastern/North African (MENA):*  
*Character Limit: 5
Asian /South Asian/Asian American:*
*Character Limit: 5

Black/African-American/Caribbean/African:*
*Character Limit: 5

Hispanic/Latina/Latino:*
*Character Limit: 5

Indigenous/Native American/Native Alaskan:*
*Character Limit: 5

Pacific Islander/Native Hawaiian:*
*Character Limit: 5

White/Caucasian/European:*
*Character Limit: 5

Multi-Racial/Multi-Ethnic/Mixed Heritage:*
*Character Limit: 5

Unsure/Other:*
*Character Limit: 5

Board of Directors
Include the number of board members who publicly self-identify as the following:

Arab American/Middle Eastern/North African (MENA):*
*Character Limit: 5

Asian /South Asian/Asian American:*
*Character Limit: 5

Black/African-American/Caribbean/African:*
*Character Limit: 5

Hispanic/Latina/Latino:*
*Character Limit: 5

Indigenous/Native American/Native Alaskan:*
*Character Limit: 5

Pacific Islander/Native Hawaiian:*
*Character Limit: 5
People Served

Estimate % of people served annually that publicly self-identify by each category below. Then, include the total number of people served annually.

(%) Arab American/Middle Eastern/North African (MENA):*

(%) Asian /South Asian/Asian American:*

(%) Black/African-American/Caribbean/African:*

(%) Hispanic/Latina/Latino:*

(%) Indigenous/Native American/Native Alaskan:*

(%) Pacific Islander/Native Hawaiian:*

(%) White/Caucasian/European:*

(%) Multi-Racial/Multi-Ethnic/Mixed Heritage:*

(%) Unsure/Other:*

Total number of people served annually:*
Proposal

Proposal Name*
The proposal name is attached to each and every form within your process. This is the "identifier" for the request.

*Character Limit: 100

Brief summary of proposal for public/marketing purposes:*
Describe specifically what the funds will be used for. (2-3 sentences or less.)

*Character Limit: 500

Amount Requested:*
Grant award request range $1,000-$10,000

*Character Limit: 20

CFB's Impact Areas:* 
Choose one.

Choices
Animals
Arts & Culture
Community Capacity / Other
Education
Environment
Health & Wellness
Opportunity & Empowerment

Grant Period Start:* 
*Character Limit: 10

Grant Period End:* 
*Character Limit: 10

Describe the need/opportunity for the grant:* 
*Character Limit: 1500

Describe the proposed use of the grant funds:* 
This should explain what is presented on the budget form.

*Character Limit: 1500

How many individuals will directly benefit from this proposal?*
*Character Limit: 10
Describe the target population to directly benefit from the proposal:*
Describe WHO is being supported. Please be as specific and detailed as possible. Include characteristics (age, sex, race/ethnic heritage, etc.) of the population(s) being targeted as the intended beneficiary of support and services being provided. (Example: girls aged 9-13 from low income families or people with disabilities.)

Character Limit: 1000

What is the geographic area directly served by the proposal?*
Your organization’s project may be focused on specific area(s) of Brevard that may not be representative of the organization’s total service area. Please be as specific and detailed as possible. Include neighborhoods, zip codes, or other indicators. (Example: Communities of Driskell Heights and Powell Subdivision in Palm Bay or three transportation hubs in Cocoa, Palm Bay, and Malabar.)

Character Limit: 1000

Proposal Impact

Impact Goals*
What goals has your organization set for the impact of this proposal? We are interested in your broad goals. If you are successful, how will the community be different?

Character Limit: 2000

Impact Indicators*
What indicators does your organization use to measure its impact toward these goals? How do these indicators connect with your broader goals?

Character Limit: 2000

Impact Capabilities*
What strengths or assets does your organization bring to its approach to this work? What are you relying on to make progress towards your goals?

Character Limit: 2000

Will proposed activities be sustained beyond the grant period?*
Choices
Yes
No
Unsure

List the other organizations/agencies with which the organization is collaborating on this proposal:*
Please explain how the other organizations will be involved in the execution of this grant.

Character Limit: 2000
Proposal Budget

To be considered for a grant award, you must download the official 2023 Budget Template from the link below. No other budget forms will be accepted.

CLICK HERE TO DOWNLOAD THE 2023 BUDGET TEMPLATE

Total budget for proposed project:*  
*Character Limit: 20

Percentage of total budget requested from the Community Foundation.*  
*Character Limit: 5

What are the other funding sources for this proposal?*  
Please note secured or pending for each.  
*Character Limit: 2000

Total raised/pledged for this project to date:*  
*Character Limit: 20

If the Community Foundation awards partial funding, how will partial funding impact the project?*  
*Character Limit: 1000

Parent Organization Details

Enter the EIN/Tax ID of the parent organization with which you are affiliated.*  
If your organization is a local office, chapter, project, etc. of a larger entity (i.e. university, umbrella organization, governmental agency, etc.), enter the EIN/Tax ID of the parent organization.  
*Character Limit: 250

Annual Operating Budget for Parent Organization:*  
If your organization is a local office, chapter, project, etc. of a larger entity (i.e. university, umbrella organization, governmental agency, etc.), enter the current total budget for the parent organization.  
*Character Limit: 20
Required Documents

Please upload the required documents.
If you are unsure of any of the required documents or have any questions concerning the application, please contact Donna Sewell at donnas@cfbrevard.org.

Applications submitted with incorrect documents will be considered INCOMPLETE.

Upload your completed 2023 Budget Template:*  
Accepted file types include Excel.  
File Size Limit: 3 MB

Upload current organizational chart:*  
Include tenure for top level management. Accepted file types include Microsoft Word, Excel, PDF, JPEG, and PNG.  
File Size Limit: 3 MB

Upload current Board of Directors/Officers:*  
Include: (1) tenure on board, (2) place of employment and professional title (if in workforce), and (3) position on board.  
Accepted file types include Microsoft Word, Excel, PDF, JPEG, and PNG.  
File Size Limit: 2 MB

Upload financial statements for the current fiscal year:*  
Include the following:  
1. Statement of financial position (balance sheet)  
2. Statement of activities (income statement)  
3. Cash flow statement  

Accepted file types include Microsoft Word, Excel, and PDF.  
File Size Limit: 8 MB

Please explain any anomalies indicated in the financial statements:*  
If none, please enter N/A.  
Character Limit: 1000

Upload your most recent independent audit:*  
If you do not have an audit, please upload a review or compilation and management letter and provide a brief explanation in following question.
Accepted file types include Microsoft Word and PDF. Please be sure the uploaded document is NOT password protected.

File Size Limit: 10 MB

If your organization does not have an audit, please provide a brief explanation:
Character Limit: 1000

Upload your organization's bylaws:*
Accepted file types include Microsoft Word and PDF.
File Size Limit: 5 MB

Certification

Applicant Certification:
All information contained in the application is verified to be true and correct to the best of my knowledge. The governing body of the applicant has duly authorized this grant request. The applicant agrees to report to the Foundation on the use of any grant funds received and on the progress of the project to be funded; the applicant will comply with applicable laws, regulations, terms and conditions in effect at the time of grant award. I understand that the Community Foundation for Brevard, in evaluating the grant application may review any information submitted as part of this request with advisors of the Foundation’s choosing and will treat information submitted by the applicant in a confidential manner. It is understood that submission of this application does not guarantee funding.

E-sign*
Applicant Full Name:
Character Limit: 150

Date*
Character Limit: 10

Please review your answers carefully before submitting.

- Once submitted, the application form cannot be edited.
- Upon submission, you will receive an email confirmation.
- Grant awards will be announced no later than August 25, 2023.