



2022 Wells County

Community Needs Assessment

Grant Qualifications, Guidelines and Application Procedure

Four Critical Areas: Affordable Housing, Child Care and Early Childhood Education, Substance Abuse Disorder and Workforce Development

The Wells County Foundation, Inc. is pleased to announce the addition of a proactive grant opportunity for 2023.

The Foundation embarked on conducting a Comprehensive Community Needs Assessment in 2022. The Foundation embarked on this project to help guide its grantmaking and scholarship programs.

The process for developing the assessment included a variety of sources to identify the most compelling needs in the community including the following: community members were invited to participate in input sessions at the Foundation where issues were raised and discussed; interviews with key leaders and review of important research documents for Wells County.

Based on extensive community discussions, four areas have been identified that will be critical to the future of Wells County: **Affordable Housing (particularly for low-income families), Child Care and Early Childhood Education, Substance Abuse Disorder and Workforce Development.**

The Foundation Board of Directors has approved allocating \$100,000 (\$25,000 per critical area) in 2023 for potential grants to organizations seeking to develop or enhance projects/programming which propose to have positive community impact within an identified critical area. Please refer to the 2022 Wells County Community Needs Assessment www.wellscountyfound.org to review the critical areas in more depth.

In general, the Foundation does not award multi-year grants. With the exception of the scholarship funds administered by the Foundation, grants are not made to individuals. Awards are made with the

understanding that the Foundation has no obligation or commitment to provide any additional support. Awards to make up operating deficits, post-event or after-the-fact situations will not be made.

The Foundation operates without discrimination as to race, national origin, religion, gender, gender preference, age, or disability or that perceived as a disability in the consideration of grant requests. Likewise, grants will be awarded only to those organizations operating without the aforementioned discriminations.

Requests for support of projects presented by religious groups will be considered if a general community need (within one of the four critical areas) is being met and the project/program does not require that the teachings or doctrine of a particular church or religious organization be accepted to participate. No grants will be made to any political organization or to support attempts to influence the legislation of any governing body other than through making available to the community at large the results of non-partisan analysis, study and/or research.

In evaluating proposals, the Foundation may consider, among other criteria, the extent to which:

- The proposed project/program addresses one of the four critical areas identified within the 2022 Wells County Community Needs Assessment (available online at www.wellscountyfound.org or at the Foundation office).
- The proposed project/program is feasible and is derived from a convincing rationale accompanied by a compelling narrative describing community collaboration and intended impact.
- The proposal clearly describes compelling and feasible outcomes that will be achieved for the critical area and the community as a whole if the project/program is successful.
- The proposal should include metrics that will be used to determine whether the outcomes are achieved.

Application Procedure

The proposal should be organized and submitted to include the elements below:

Cover Letter: This letter to request funding for this proactive grant opportunity must accompany the proposal and be endorsed by the organization's Executive Director and the Board Chair.

Executive Summary: This is a one-page summary of the proposal. It should include a brief statement of the rationale for the proposed project, a concise description of the project, a listing of any collaborators involved and their respective responsibilities, the amount being requested and the implementation timeline.

Proposal Narrative: This is a narrative description of the request. It should include comprehensive information regarding the proposed project or program and how it will impact one of the four critical areas identified in the Needs Assessment. The narrative should include the following elements:

- **Critical Area**
- **Purpose and Rationale**
- **Community Benefit**
- **Proposed Outcomes**
- **Project Funding**
- **Communications Strategy**
- **Sustainability**

Timetable: Provide a timetable for implementation of the project/program.

Budget: The budget should detail the costs and expenses associated with the proposed project/program.

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Letters of Support: If you are collaborating with another organization to implement the proposed project/program, please include a letter of support from a leader of the organization.

Each grant request is reviewed by Foundation staff for completeness. A visit with the applicant organization may take place as part of the review process. The Grants Committee, comprised of board members and community representatives, will review requests. The committee will then make recommendations to the Board of Directors who select recipients of grants.

Final acceptance or rejection of any proposal is at the discretion of the Foundation's Board of Directors. Although the guidelines may have been met, acceptance is not guaranteed. Available funding and the merits of the proposal will influence the final decision. All applicants are notified by mail of the decision of the board.

Deadlines for this special grant initiative for 2023 are as follows: April 14, June 15, August 15 and October 16.