



## **Grantmaking Guidelines**

### **Fund Purpose**

The purpose of the Regional Impact Fund is to provide resources to areas of unmet need throughout the geographic 5 ½ county service area of the Central Susquehanna Community Foundation (CSCF).

### **Eligibility and Restrictions**

- applicant must have a 501(c)(3) IRS tax exempt designation or be a governmental organization
- applicant's proposal must address the needs of residents within the Central Susquehanna Community Foundation service area (Lower-Luzerne, Columbia, Montour, Northumberland, Union and Snyder Counties)
- the Foundation does not award grants to individuals
- the Foundation does not award grants that serve an exclusively religious purpose
- the Foundation discourages repeated applications for sustained funding of programs

### **Duration of Grants:**

- Grants to be expended within one year are preferred

### **Size of Grants:**

- Grant size varies per the type of program, the needs of the organization and the target population
- Grant requests up to \$10,000 will be considered

### **Number of Applications:**

- Limit one application per organization

### **Evaluation Criteria**

The CSCF Development Committee will utilize the needs assessed through the Central Susquehanna Community Foundation's Impact Symposium as well as other community needs assessments as reference during the grant review process.

The Regional Impact Fund favors programs/projects:

- whose primary beneficiaries are residents of the service area
- give a clear and concise explanation of the program
- fulfill the applicant's mission statement
- establish measurable goals and have an evaluation process for reviewing and promoting best practices
- demonstrate how positive outcomes of the program will be sustained and have a sound organizational sustainability plan
- do not duplicate services provided by other community organizations
- include collaboration with other organizations

### **Application Process**

Grant applications will become available through the CSCF website. For information and instructions for accessing the grant application online, visit [www.csgiving.org](http://www.csgiving.org), click on "Receive" then click on "Apply for a Grant". You can also contact Christine Orlando, CSCF Senior Program Officer at [corlando@csgiving.org](mailto:corlando@csgiving.org) or 570-752-3930 ext. 2.

The CSCF Development Committee will review and evaluate each completed application that meets the Fund's guidelines and refer its recommendations to the CSCF Board of Directors for approval. During the review process, the CSCF may contact the organization for additional information as needed.

### **Follow-Up Requirements**

Following receipt of a grant from the Regional Impact Fund, grant report forms must be accessed and completed online through the Foundation's grant website.

The Central Susquehanna Community Foundation requires that recipients include the following statement in all publicity materials related to their grant-funded program:

*"Grant funding was provided by the Regional Impact Fund of the Central Susquehanna Community Foundation."*

Our logo is available upon request and should be used where appropriate. Recipients are also asked to document their program with photographs, which should be submitted with the grant report form along with copies of any press releases, media coverage, or newsletter articles. CSCF staff and/or CSCF Development Committee members may contact grantees to schedule follow-up visits to highlight the outcomes of the grant funded program/project.

### **Contact Us:**

For grant-related questions, please contact Christine Orlando, CSCF Senior Program Officer at [corlando@csgiving.org](mailto:corlando@csgiving.org) or 570-752-3930 ext. 2.