2020 FUNDING REQUEST WORKSHEET

**Looking to apply for 2020 Funding?**

This year we’re asking grant applicants to submit a 1 page Funding Request for 2020 grant consideration to save you time and help us better advocate for your work with our donors who award the majority of our grants. It will act as your request for 2020 grantmaking opportunities where your work aligns with our community grant priorities, and serve as a tool to help us encourage donor giving that benefits your organization.

**Where to find the Funding Request Template**

It will be available for download at cfscc.org/2020 by Feb. 19 and have sections covering: Our Solutions; Key Accomplishments; The Difference We Make; Goals & Dreams; and By the Numbers for a few key statistics.

**About the Questions**

The prompts below are designed to assist your Request writing and reflect the most common questions donors ask us about your work.

**Write for Your Audience**

Edit your response into a 1 page, ~500 word profile of your organization’s work. Complemented by a quality photo of your choice, it will help us share your story of impact and opportunity with our donors. Aim for clarity, brevity, and jargon-free language in a conversational tone that will engage a reader unfamiliar with your work. Lead with your high-level organizational or client impact in mind, not just one individual program or project among many that you may do.

**Seek Help from Experts**

We’ve got editing/writing talent available that we can connect you to help add to the quality of your Request final draft. We’ll do our best to pair you with a writer/editor for a 30 minute 1 on 1 feedback session. This resource is limited but to request that help, send us your draft response to the questions below and ask for editing assistance.

**Submit the Request**

For those seeking consideration for our spring community grants, submit a final draft of the Funding Request to [grants@cfscc.org](mailto:grants@cfscc.org) by **March 5th**. For all others, they’ll be accepted on a rolling basis.

Suggested Questions You Consider

1. **What is your organization trying to solve or accomplish?**

*Your mission statement may or may not be the best expression of the problem you hope to remedy and your approach to it.* (over)

(cont’d)

1. **What’s your biggest constraint?**

*Tell us about the nature and extent of the barrier that most clearly prevents swifter progress on your local issue.*

1. **What’s the most exciting opportunity your organization has in the coming year?**

*Tell us the specific, achievable opportunity that most motivates your team to reach for right now.*

1. **How many people does it take to do your work?**

*Tell us how many full-time equivalent staff you employ overall. If you track volunteer hours, list them separately.*

1. **How productive were you last year?**

*Tell us about the quantity of your effort, in terms of number of activities or services provided.*

1. **How do you know if you’re doing things right?**

*Tell us about the quality of your effort or how well you did it. Ex: % client retention/satisfaction level; % trainings that followed protocol; programming that followed the original model developed.*

1. **How do you measure the effect your work has on those you serve?**

*What evidence do you seek to understand the degree to which people are better off as a result of your work? Ex: # or % growth in skills, knowledge, attitude, behavior, condition over time.*

1. **Which groups of people benefit from your work – and how many?**

*Tell us how many people you serve (unduplicated if available). Within that figure, are there important segments you focus on or look at results for separately? For instance, by demographic characteristics or other commonalities e.g. South County Latino youth, homebound seniors, farmworker families, Medicare/Medicaid dual-eligible patients, etc.?*

1. **For those who benefit from your work, what do they value about what you offer?**

*Share what keeps people coming back to your services and the pressing elements or needs that play into the circumstances you’re working to improve.*

1. **What trends, insights, or changes do you see that signal a shifting circumstance in the community you serve? How will it alter your course of action?**

*Tell us what you observe emerging in your work and what it means for you and those you serve.*

1. **How much is your current budget and how much money do you hope to raise from the Community Foundation and its donors in 2020?**

*As you think about your current and/or next year’s budget – how much money are you looking for from the Foundation’s community grants and our donor-advisors? Our average community grant award size is about $30K in unrestricted funding. Our median donor-advised grant award is far less.*