



FROM: Norm Strasma, Executive Director

RE: Communityworks Grant Procedures 2010

December 2009

This is the **Communityworks Grant information for 2010**. Our grant awards program focuses on the areas of **Early Childhood Education, Land Use & Protection, and Workforce Development**. Please carefully review Appendix I of the attached application packet for specific information, and follow the instructions carefully.

The Community Foundation program, funded by the **Communityworks Endowment Fund**, is made possible because of the generous contributions of many local individuals and organizations and is supplemented by matching funds from the Grand Victoria Foundation.

For more information, a **Grantseekers Workshop will be held at the Community Foundation Office on Friday, January 15, 2010 from 1:00-2:00 pm**. This will be your opportunity to ask questions and obtain answers to your questions. Reservations are recommended, and you may phone 815-939-1611 from 9:00 am - 4:00 pm, Monday - Friday to advise of your participation.

Grant applications are to be received by the COMMUNITY FOUNDATION office before 4:00 pm Monday, February 1, 2010.

COMMUNITYWORKS GRANT PROCEDURES – 2010

The **COMMUNITY FOUNDATION of Kankakee River Valley**'s mission is to build substantial endowment funds for the community over time, and it seeks to bring together individuals and organizations to assess community needs, to build endowment funds, to convene local leaders around important issues, and to distribute grant awards to nonprofit organizations. The Foundation serves as a neutral leader with no direct affiliation with any group, religion, or political or government entity.

The goal of the Community Foundation is to improve the quality of life in greater Kankakee County by supporting needs that are not currently being met adequately. Grants awarded by the Community Foundation come from income generated by the Communityworks Endowment Fund, a visionary initiative created by the Grand Victoria Foundation. Communityworks helps the Community Foundation build an endowment for making grant awards in the following focus areas:

- **Early Childhood Education**
- **Land Use & Protection**
- **Workforce Development**

Grant awards from the Communityworks Endowment Fund are to address one or more of the identified focus areas and make it apparent how it is accomplished. **Grant writers are strongly encouraged to review Appendix I, Communityworks Grant Areas for 2010, before applying.**

Community Foundation Grant Making for 2010

An estimated \$40,000 in grants will be awarded in 2010, and it is anticipated that the total funds available will be disbursed among several worthy applicants with a maximum award value per recipient of \$10,000. The Community Foundation may consider more than one request from one entity for different funding categories, purposes or amounts.

Proposals are reviewed, evaluated and recommended by the Foundation's Grant Awards Committee with the full Community Foundation Board of Directors making the final award determinations. Because the Foundation cannot fund all the requests it receives, the Community Foundation Grants Committee and the Board of Directors developed the following general policies and considerations for award selections.

- Grant applications are to adhere to the grant application instructions.
- Grant awards are to be made only to those nonprofit organizations and programs operating within Kankakee County.
- Awards through the Communityworks Endowment are made only to organizations with charitable 501(c)(3) classifications by the Internal Revenue Service, or to quasi-governmental agencies, e.g., school districts, libraries, park districts, etc.
- Awards are generally made for one year at a time. Multiple-year awards will be considered if circumstances justify it; however, sustainability after the grant award-making period should be explained.
- The evaluation process may include an on-site visitation by Foundation representatives.
- There is one grant award period each year. Communityworks grants are planned to be available in future years. Awardees may renew their grant projects by re-submitting full applications in subsequent funding cycles.

What Will the Community Foundation Generally Not Fund?

While the Community Foundation attempts to remain flexible in responding to community needs, in general, grants are not awarded for:

- Religious purposes (this does not exclude grants to religious organizations for non-religious purposes or to facilities such as day-care centers that have non-profit status independent from a sponsoring church or religious organization);
- Purchase of advertising;
- Capital or operation debt reduction; or
- Any political campaign or to support attempts to influence legislative issues of any governmental body.

The Community Foundation of Kankakee River Valley operates without discrimination as to race, religion, sex and national origin in considering grant requests from agencies and organizations.

How Does An Organization Apply?

Please carefully read and adhere to the grant application instructions. It is important that all requested information be provided. If you have questions, you may contact the Community Foundation Office.

How Are the Communityworks Grant Applications Evaluated?

The Grants Committee reviews and selects applications based on the following criteria:

- The visibility of the project should be apparent to current and potentially new Communityworks Endowment Fund donors.
- The project should be currently actionable – Is the community ready for and responsive to the new initiative?
- The need for and the significance of the project should be obvious and relatively simple to communicate to the community.
- Successful outcomes and the impact of the project should be readily identifiable and measurable.
- The receiving organization has the necessary experience and/or capacity to successfully implement and execute the project.
- The proposed project is creative and has the potential to stimulate the interest of the public and/or media.
- Projects which impact multiple focus areas (Workforce Development, Early Childhood Education, and Land Use & Protection) may be given higher priority.
- The grant application must satisfy the criteria described under “Community Foundation Grant Making for 2010”, pages 1 and 2 specifically as well as other considerations listed here and on subsequent pages herein.

APPENDIX I: COMMUNITYWORKS GRANT AREAS FOR 2010

The Community Foundation of Kankakee River Valley developed an Impact Plan of the community's greatest needs across three focus areas:

Early Childhood Education, and Land Use & Protection, Workforce Development.

The Foundation used a multi-pronged approach to develop the Impact Plan, including Town Hall public meetings, discussions with community leaders, information shared by other community foundations, and research.

Grants from the Communityworks Endowment Fund are to address one or more of the priority needs identified under each of the focus areas listed below. A significant aspect of the Community Foundation's mission is to convene community groups to address community needs. Applicants may also submit grant applications to convene appropriate groups to address the needs listed below. Convening and collaboration are encouraged.

Workforce Development

The community has determined that it can have significant impact in this area by:

- (1) Increasing work opportunities for unemployed/underemployed workers through collaboration with the Workforce Board and other governmental and community based organizations.
- (2) Preparing youth for entry-level employment through the development of soft skills and youth work experience.

More specifically the Community Foundation seeks to:

1. Increase Work Opportunities for unemployed/underemployed community members through collaboration with the Workforce Investment Board and other governmental and community service providers via training partnerships, resource identification, workshops, surveys and other information gathering efforts as well as through coordinated partnerships for workforce development strategies, initiatives and sponsorships.
2. Prepare youth for entry-level employment through the development and sponsorship of programs designed and implemented to prepare youth with employment soft skills, job-seeking and job-retaining skills and youth work experience. Collaborate and coordinate efforts with appropriate community partners to seek external funding resources or to underwrite costs as well as to assure quality employment preparation of youth including supportive on-the-job work experience and workplace expectations.

Early Childhood Education

The community has determined that it can have the greatest impact in this area by:

- (1) Improving the quality of child care;
- (2) Supporting parent education;
- (3) Improving the quality and accessibility of early childhood education services, and
- (4) Improving access to children's mental health services.

More specifically the Community Foundation seeks to:

- 1. Improve the Quality of Childcare:**

1. Expand the “Family, Friends, and Neighbor” program delivered by Child Care Resource & Referral (CCR&R) to Kankakee County home-based child care providers.
2. Augment existing “Quality Counts” grant funds administered through CCR&R to serve additional Kankakee County home-based child care providers.
3. Solicit grant applications with creative solutions for improving the quality of local child care, specifically home-based, license-exempt providers.

2. Support Parental Education:

1. Support the creation of web-based parent education kiosks to widely disseminate parent education information from local, school-based, Birth-to-Five programs.
2. Solicit grant applications with creative approaches for providing parental education.

3. Improve the Quality and Accessibility of Early Childhood Education Services:

1. Convene local, center-based and family-based child care providers for a “Child Care Collaborative,” where members will exchange ideas, concerns, solutions, and submit joint grant applications for state Early Childhood grant funds.
2. Solicit grant applications to expand home-visiting programs.

4. Improve Access to Children’s Mental Health Services:

1. Solicit grant applications to improve community awareness of children’s mental health needs and services, along with capacity-building initiatives aimed at young children.
2. Expand the Social-Emotional Learning Facilitation Program (SELF) administered by CCR&R to childcare providers in Kankakee County.

Land Use & Protection

The community has determined that it can have the greatest impact in these areas by:

- (1) Expanding community input on land development with special consideration for recreation focusing on the benefits of the Kankakee River;
- (2) Taking steps to preserve “rural charm”;
- (3) Focusing on transportation patterns; and
- (4) Developing plans for county infrastructure and zoning.

More specifically the Community Foundation seeks to:

1. Expand Community Input on Land Development:

1. Assist in the planning and implementation of programs focusing on improving neighborhoods in existing communities through various economic and tax incentives. The County is formalizing programs such as Main Street, Historical Preservation, brownfields, and urban renewal strategies. This is an important part of overall community improvement especially as more attention is being given to new developments and expanding urbanized areas.
2. Continue the convening of planning and advisory meetings for the Riverfront Biking & Walking Trail Initiative. These efforts have been critical in the development of the riverfront for maximum benefit to the community.

3. Assist with developing the feasibility of a community center at the Bradley and Hickox houses, as well as determine what is needed to establish the center, making it sustainable over time, and determining what human, institutional, and financial resources might be accessed. These homes on the Kankakee River were designed by the renowned architect Frank Lloyd Wright and are the first examples of his “Prairie Style.”

2. Take Steps to Preserve “Rural Charm” Atmosphere:

1. Cooperate with local historical organizations already in place in various municipalities to implement the county-wide historical district.
2. Expand the Forest Preserve District to become county-wide. The existing forest preserve district serves only two townships, Aroma and Kankakee. Additional forest preserve and parklands will contribute further to the rural atmosphere of the county.

3. Focus on Transportation Patterns:

1. Arrange for public forums to inform residents and elected officials of current information on progress being made on transportation. Transportation projects will involve obtaining major funds and developing long-term planning with multiple levels of government.

4. Continue to Develop Plans for County Infrastructure & Zoning:

1. Communicate to the public the various programs underway to improve zoning and infrastructure by the Kankakee County Planning Department.
2. Assist in focusing on having quality development in the ½ mile corridors on each side of Interstate 57 so that the area will reflect a favorable appearance to residents and travelers as well as determine whether such assistance is necessary, feasible, and desirable.
3. Convene public forums and other meetings to foster public and governmental collaboration.