



## 2022 Grant Making Guidelines The Lake County Community Foundation

### **\*\* New in 2022 \*\***

#### **2022 Basic Human Needs Grant Cycle**

- **Both** general operating and program/project support requests will be accepted (in 2021, the Foundation only accepted general operating requests in response to the pandemic)
- The maximum grant request has been increased to **\$50,000**
- LCCF has slightly changed its grant evaluation criteria (see information on p. 5)
- LCCF will once again use the letter of inquiry process that was implemented in 2021
- Organizations are now eligible for five consecutive years of funding (as opposed to three) followed by one required rest year

#### **2022 Fall Grant Cycle – *NEW CAPACITY BUILDING GRANTS AVAILABLE!***

- LCCF has added a **NEW Nonprofit Capacity Building** funding priority area (see information on p. 3)

## Grant Making Process Overview

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The Foundation has two competitive grant cycles:

1. Basic Human Needs Grant Cycle - *opens in January 2022; includes letter of inquiry process*
2. Fall Grant Cycle (Capacity Building, Leadership Development, Early Childhood Education and Animal Welfare priority areas) – *opens in August 2022; does not include letter of inquiry*

**NEW** – Eligible organizations may receive funding for **five** consecutive years following staff and board review, then are required to take a rest year. This is a recent change as our previous policy was three consecutive years of funding followed by a required rest year.

The Foundation no longer uses the Grant Central system in the application process. Instead, applicants use a Word document letter of inquiry and application available on our [website](#) and submit via email.

# Grant Priorities

The Lake County Community Foundation accepts proposals that fall within its five funding priority areas:

## Addressing Basic Human Needs (BHN) Priority Area

The Foundation continues to support organizations that work collaboratively to address basic needs of our residents. The Foundation accepts proposals for both program/project-based initiatives and for general operating support. We believe Lake County’s basic human needs can be met when *everyone* has equitable access to:

- Affordable, nutritious food
- Affordable, comprehensive health care
- Safe and affordable housing
- Transportation
- Education and workforce opportunities
- Immigration and legal support services

**Funding Level Guidance**  
 Proposals for BHN priority area  
 are considered:  
**\$5,000 - \$50,000**

The Foundation’s goal is to invest in work that allows people who are disproportionately affected by lack of access to obtain support in several areas of extreme need through wrap around services, a continuum of care, or close collaborations with other providers. Grants will be prioritized for work that:

- Addresses barriers to access of services and benefits for our neighbors in Lake County
- Addresses otherwise unmet basic needs as the only service provider in the area

## Basic Human Needs Competitive Grant Cycle Process and Timeline

**NEW – Maximum grant request increased to \$50,000**

LCCF uses a letter of inquiry (LOI) process in the BHN Grant Cycle. The LOI template requires organizations to briefly summarize their funding request and expected outcomes. The LOI will be available on the LCCF [website](#) on **January 10, 2022** and will be due via email by **January 28, 2022**. LCCF will then review submitted LOIs and will invite select organizations to submit full proposals. Full proposals will be due by **March 4, 2022** via email.

Basic Human Needs (BHN) Cycle Timeline	
January 10, 2022	BHN cycle opens; Letter of Inquiry posted to <a href="#">website</a>
<b>January 28, 2022</b>	<b>BHN Letter of Inquiry due by 5 p.m. via email</b>
February 11, 2022	Organizations invited to submit a full proposal will be notified via email
<b>March 4, 2022</b>	<b>Full proposal due by 5 p.m. via email</b>
March – mid-May 2022	Foundation’s due diligence process
May 18, 2022	Grant awards determined by LCCF Board of Directors

May 20, 2022	Grant recipients notified
<b>June 10, 2022</b>	<b>Grant agreements due</b>
Week of June 20, 2022	Grant awards disbursed

## Fall Grant Cycle: Capacity Building (*New!*), Leadership Development, Early Childhood Education and Animal Welfare and Priority Areas

The Foundation’s **Fall Competitive Grant Cycle** encompasses its Capacity Building, Early Childhood Education, Leadership Development and Animal Welfare priority areas. Applications for **both** general operating support and project-based requests will be accepted. This cycle does **not** include an LOI process – the cycle follows the Foundation’s full application process.

### Nonprofit Capacity Building – *NEW*

**\*\*Read more about this new priority area [HERE](#)\*\***

LCCF has launched a new funding priority area designed to help nonprofits build their internal capacity so they can better serve the community. At LCCF, we recognize that capacity building grants are a critical tool in supporting nonprofit sustainability, efficiency and growth.

- These grants are intended to support one-time organizational costs and expenses. **No reoccurring salaries, fees or costs will be considered.**
- Funds may be used to either support a consultant/contractor/trainer or to cover staff time required to complete a capacity building project.
- Receiving a capacity building grant award does not preclude your organization from receiving funding via the Basic Human Needs Grant Cycle, which typically opens annually in January; you may apply for and receive both grants.

[Read more](#) about eligible grant requests and please contact Emily Weber, Director of Programs & Community Investment at [Emily@lakecountycf.org](mailto:Emily@lakecountycf.org) with questions.

### Leadership Development

**\*\*Read more about this priority area [HERE](#)\*\***

The Foundation has identified a critical need to invest in high quality, accessible and relevant leadership development opportunities to help support Lake County’s nonprofit sector. As high capacity nonprofit leaders prepare for and enter retirement, there is an urgent need to cultivate a pipeline of talent that has the capacity and confidence to step in and lead. The Foundation is committed to investing in the future of our county’s nonprofits and their leaders through this priority area.

**Funding Level Guidance**  
 Proposals for Capacity Building priority area are considered:  
**\$1,000 - \$5,000**

**Funding Level Guidance**  
 Proposals for Leadership Dev. priority area are considered:  
**Up to \$5,000**

Grant funds are prioritized for work that:

- Provides leadership development opportunities that help build a pipeline of competent, emerging leaders for the county's nonprofit sector
- Increases access for Black, Indigenous, People of Color (BIPOC) leaders to quality programming
- Builds the overall capacity of the county's nonprofit sector

*\*Please note that this priority area is intended to support cohorts and coalitions that impact Lake County's greater nonprofit sector. For capacity building grant opportunities relevant for individual nonprofit impact, please see the Nonprofit Capacity Building priority information above. Contact Emily Weber at [Emily@lakecountycf.org](mailto:Emily@lakecountycf.org) with questions.*

### **Supporting Early Childhood Education**

Organizations that promote early childhood education (prenatal-age 5) are invited to apply for grants made through the Lake County Early Childhood Education Fund. This restricted fund was established in 2010 with the purpose of promoting early childhood education across Lake County, Illinois.

Grant funds are prioritized for work that:

- Supports new and innovative approaches to provide early childhood education
- Addresses barriers to access of early childhood education opportunities for residents of Lake County
- Addresses otherwise unmet needs as the only service provider in the area

#### **Funding Level Guidance**

Proposals for Early Childhood priority area are considered:

**Up to \$10,000**

### **Animal Welfare**

Organizations that attend to the needs of animals are invited to apply for grants made through the Lake County Humane Society Fund. 16% of this restricted fund's spending allocation is designated for this purpose annually.

Grant funds are prioritized for work that:

- Cultivates new and innovative approaches to support animal welfare in Lake County
- Addresses otherwise unmet needs as the only service provider in the area

#### **Funding Level Guidance**

Proposals for Animal Welfare priority area are considered:

**Up to \$5,000**

## Fall Grant Cycle Process and Timeline

Capacity Building, Leadership Development, Early Childhood Education and Animal Welfare - Fall Grant Cycle Timeline	
August 1, 2022	Applications open; posted to Foundation's <a href="#">website</a>
<b>September 2, 2022</b>	<b>Applications due by 5 p.m. via email</b>
September-October	Foundation's due diligence process
November 16, 2022	Grant awards determined by LCCF board of directors
November 18, 2022	Grant recipients notified
<b>December 9, 2022</b>	<b>Grant agreements due</b>
Week of December 19, 2022	Grant awards disbursed

## Criteria for Evaluation

All grant requests must be submitted via email to Emily Weber at [emily@lakecountycf.org](mailto:emily@lakecountycf.org) for review by Foundation staff, the LCCF Grants and Community Outreach Committee and the Board of Directors.

*\*Please note that we have added evaluation criteria designed to gauge whether the applicant organization is reflective of the community it serves and to encourage and provide support for applicants to engage on an institutional equity journey.*

Applications will be evaluated using the following criteria:

- Request aligns with the Foundation's [mission and values](#)
- Request responds to a high priority need based on current Lake County specific data
- **\*NEW** – The applicant's staff, leadership and board are reflective of the community it serves. If not, the organization is taking meaningful steps to prioritize and support diversity and equity
- Applicants either have their own diversity statement or will adopt the Foundation's [Diversity Statement](#) if there is not one in place.

*\*Like the nonprofits we serve, LCCF is on a journey toward becoming a more equitable institution. We welcome the opportunity to join in conversation with you and offer support in your organization's efforts to move this critical work forward. Please read more about how LCCF can support your organization in racial equity work [HERE](#).*

- Strong, documented partnerships currently in place
- Request has potential to leverage other resources/donor support
- High probability of affecting significant change over the next 3 years
- Cost-effective delivery of direct services or advocacy
- Likelihood of success and a track record of provider(s)/partners in achieving outcomes
- Strong method for tracking outcomes

### Eligible Applicants

The Foundation considers applications from organizations that demonstrate success and sustainability with program goals and outcomes.

Eligible organizations are:

- Nonprofit agencies with evidence of tax exempt status under [Section 501 \(c\)\(3\) of the Internal Revenue Code](#) or those using a 501 (c)(3) fiscal agent
- Eligible applicants **MUST** be in good standing with the IRS
- Located within and/or primarily serving residents of Lake County, except for regional, statewide or national projects or research that may benefit a substantial portion of Lake County residents
- Non-discriminatory in the hiring of staff or in providing services on the basis of race, religion, gender, sexual orientation, age, national origin or ability

### Funding Limitations

Grants **will not** be made for the following:

- Scholarships
- Individuals
- Sectarian purposes (programs that promote or require a religious doctrine)
- Support of single-disease oriented research, treatment or care
- The sole purpose of writing, publishing, producing or distributing audio, visual or printed material
- The sole purpose of conducting conferences, festivals, exhibitions or meetings
- Reducing operating deficits or liquidating existing debt
- Capital improvements/campaigns
- Endowment campaigns
- Political campaigns
- Sponsorship of events/fundraisers
- Memberships/dues
- Organizations that have an active grant for the same project with The Chicago Community Trust

## Background

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The Lake County Community Foundation asserts that the quality of life of Lake County can be improved through an earnest effort to bring community members, organizations, government, businesses, corporations and civic leaders together to establish a common vision, adopt a shared set of measurable goals and pursue evidence-based activities that reinforce those goals as a means of addressing the most pressing needs of our community.

By being proactive in identifying opportunities that advance its mission, the Foundation focuses on making measurable impact on high priority issues with its available funding and additional resources. The Foundation envisions a countywide health and human services delivery system that is robust and thriving with a network of providers capable of achieving the greatest impact on the growing and changing needs of our Lake County neighbors. With an emphasis on partnership and collaboration, while using innovation and organizational strength as its compass, the system will foster transformational change in communities across Lake County.

# Foundation Mission

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The mission of The Lake County Community Foundation is to improve the quality of life of the most vulnerable residents of the county by providing civic leadership, promoting collective philanthropy and partnering with our grant recipients. In pursuit of this mission, we act as a:

- **CATALYST** – by mobilizing community leadership to find and fund collaborative, innovative approaches to address Lake County’s most pressing issues.
- **CONNECTOR** – by maintaining in-depth knowledge of the nonprofit sector, sharing it with others and building partnerships that strengthen our community.
- **GRANT MAKER** – by leveraging the power of collective philanthropy to pool charitable dollars to achieve the greatest possible impact.
- **STEWARD** – by acting as a trusted guide of donor resources and partnering with community-minded individuals, families and organizations to ensure a legacy for charitable solutions.

# Foundation Values

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The Lake County Community Foundation, honoring a century old tradition of community philanthropy, awards grants to nonprofit organizations that are addressing the most pressing needs of residents in our county. As a community leader and steward of donor resources, the Foundation believes that large scale social change requires broad, cross-sector coordination versus isolated intervention.

Recognizing that successful grant making is rooted in clearly articulated values, the Foundation envisions a community that models:

- **Community and Connectedness**
- **Civic Leadership**
- **Equity**
- **Integrity**
- **Innovation**
- **Opportunity**

For additional information about the Foundation’s values, visit [here](#).

# Diversity Statement

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The Foundation believes that the diversity of our community is a fundamental strength of our region. Our mission to improve the quality of life for the most vulnerable residents of Lake County is best fulfilled when we embrace diversity as a value and a practice. We define diversity to include (but not limited to) age, disability status, economic circumstance, ethnicity, gender, race, religion and sexual orientation.

The Lake County Community Foundation requires all applicants to either have an adopted diversity statement or to adopt the Foundation's [Diversity Statement](#) if there is not one in place. Additionally, the Foundation asks that applicants provide demographic data on board and staff as well as clients/beneficiaries of the projects. The Foundation believes that the board and staff composition of grant recipients should reflect the diversity and demographics of the community being served and include diversity among its leadership at the board and senior staff levels to ensure variation of perspective across all decision-making levels. For this reason, the Foundation does take into consideration the demographic make-up of the board, staff and clients of a grant applicant as an important evaluation criterion.

Questions about the Foundation's grant making or application process may be directed to Emily at [Emily@lakecountycf.org](mailto:Emily@lakecountycf.org) or 847-377-0520 X24.