

2023 Special Interest Grant - Programs

Eligibility Determination

Prior to applying, carefully review the grant guidelines [here](#) and the Foundation's eligibility requirements [here](#). Note that the guidelines vary by special interest area. If you have questions about eligibility status, reach out to grants@hamptonroadscf.org.

Special Interest grant opportunities focus on nonprofit organizations serving South Hampton Roads. Only the Harry F. Wall Memorial Fund and the Mary E. & Curtis M. Chappell Jr. Fund support Peninsula activities.

Applicants to Special Interest grants are expected to provide financial statements in the form of either recent independently audited financials or a full 990 or 990EZ recently filed with the IRS. A 990-N with a profit and loss statement will only be considered for applications to the Barbara Upton Wilson Fund, Jennifer Lynn Gray Fund, Laura Turner Fund, and the Mary E. and Curtis M. Chappell Jr. Fund.

If you would like to speak to a program officer, please sign up for a [call-in day](#) appointment.

Overview

Project Name*

Character Limit: 100

Program Area*

Choices

Spousal or Child Abuse Services (Sue Cook Winfrey Fund)
Animal Welfare (Barbara Upton Wilson Fund)
Developmental Disabilities - Intellectual Disabilities (Jennifer Lynn Gray Fund)
Developmental Disabilities - Cerebral Palsy (Laura Turner Fund)
Horticultural Education (Gary Fund)
Mental Health Research (Brown Funds)
Peninsula Arts & Humanities (Chappell Fund)
Peninsula High Schools (Wall Memorial Fund)

Organization Description*

Briefly describe the history and activities of your organization.

Character Limit: 750

Project Description*

Character Limit: 2000

Geographic Area Served*

Select the location that will benefit from your proposal. Please note the regional options for projects that will affect more than one city/county marked with an asterisk (*).

Choices

Chesapeake
South Hampton Roads*
Norfolk
Peninsula* (please note only special interest grants fund Peninsula activities)
Portsmouth
Suffolk
Virginia Beach
Western Tidewater*

Total Amount Requested*

Character Limit: 20

Organizational Background

Mission*

State the organization's mission.

Character Limit: 500

Population Served - Organization*

Describe the population served by your organization as specifically as possible, including age, race/ethnicity, socio-economic status, and geography if tracked (e.g., low- and moderate-income Hispanic mothers between the ages of 16 and 24 residing in Norfolk).

Character Limit: 200

Number Served*

How many individuals does your organization typically serve annually?

Character Limit: 100

Project Description

Statement of Need*

Describe the need your project will address. Please focus your response on the evidence that this program is needed by the community and/or demographic population it will serve.

Character Limit: 500

Goals & Impact*

Describe the overall goals and objectives of your project. If appropriate, describe delivery method and staffing.

Character Limit: 3000

Use of Funds*

Describe how the funds from the Foundation will be used and over what period of time.

Character Limit: 1500

Total Contributions*

What is the total amount of contributions and pledges for this project raised to date?

Character Limit: 20

Diversity, Equity & Inclusion

Hampton Roads Community Foundation believes that racial equity is essential to the success of our region and its people. We further believe that advancing a more equitable and inclusive community is core to the mission of the Foundation. To that end, the Foundation strives to reflect and promote the diversity of the community in its grantmaking activity.

In the below questions, by "People of Color" the Foundation is referring to a social identity among and across groups of people who identify as non-White. The term embraces individuals from historically marginalized racial or ethnic groups such as, but not limited to, Native American/Indigenous, Black/African American, Hispanic/Latinx, Middle Eastern, Asian, and Pacific Islander.

Governing Board*

What **number** of people on your governing board identify as People of Color? What is the total number of people on your governing board? (Example: 4 of 10 board members identify as People of Color.)

Character Limit: 50

What **percentage** of the organization's governing board identifies as People of Color? (example: 40%)*

Character Limit: 3

Staff Leadership*

What **number** of people in your staff leadership identify as People of Color? What is the total number of people included in your staff leadership? (Example: 4 of 10 staff leaders identify as People of Color.) Staff leadership includes staff with the decision-making power regardless of rank or title. If the organization's Lead Executive is both a staff member and on the governing board, only include them in one category.

Character Limit: 50

What **percentage** of the organization's staff leadership identifies as People of Color? (example: 40%)*

Character Limit: 3

Anticipated Population Served*

What **number** of the anticipated population served for this project do you project will identify as People of Color? What is the total number of people that you expect the project to serve? (example: 40 of 100 participants projected to be People of Color)

Character Limit: 75

What **percentage** of the anticipated population served for this project do you project will identify as People of Color? (example: 40%)*

Character Limit: 3

Demographic Data Collection*

How does your organization collect the racial and ethnic data for organizational leadership and population served? Select all that apply. Note: The Foundation strongly encourages using self-identified demographic data.

Choices

Self-Identification: People select their own race/ethnicity. (Guardians may identify for children.)

Extrapolation: Percentages are assumed based on public information (i.e. school or city-wide data).

Observation: Racial and ethnic categories are assumed based on observing the person.

Other

Additional DEI Information

The Foundation acknowledges that an organization's commitment to diversity, equity, and inclusion may extend beyond the racial and ethnic information collected above. If you would like to share any additional DEI information with us, please do so here (e.g. other diverse populations served/represented; how the thoughts and needs of participants are included in the development and delivery of your programs; how community voices impact the values and decisions of the organization).

If your organization has a statement, policy or plan relating to DEI, attach a copy of that document. (Standard Equal Opportunity or Anti-Discrimination policies are not necessary to share.)

Character Limit: 1000 | File Size Limit: 4 MB

Uploads: Spousal or Child Abuse Services and Peninsula High Schools

Program Logic Model*

Please complete a Program Logic Model using the **form** provided and upload it to this application. A **sample** model is also available.

File Size Limit: 4 MB

Program Budget*

Upload a detailed, itemized program budget, including **revenues and expenses**.

File Size Limit: 3 MB

Timeline*

Provide a complete program implementation timeline/schedule. *Type in the space provided or upload an existing document.*

Character Limit: 500 | File Size Limit: 1 MB

Board of Directors*

Upload a current list of the organization's Board of Directors and their corresponding affiliations. At minimum, include employer, job title or area of expertise, and city of residence.

File Size Limit: 1 MB

Operating Budget*

Provide your organization's current operating budget, including **revenues and expenses**.

File Size Limit: 3 MB

Financial Statements*

Provide the organization's most recent audited financial statements. If you do not have audited statements, provide the organization's most recent tax form on file with the IRS. Note that only full 990s or 990-EZs will be considered for this grant opportunity. Due to the nature of this funding, organizations submitting 990-Ns will not be considered.

File Size Limit: 5 MB

Memoranda of Agreement

Upload any agreements that pertain to the project.

File Size Limit: 3 MB

Uploads: Mental Health Research & Horticultural Education

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Upload a detailed, itemized program budget, including **revenues and expenses**.

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File Size Limit: 5 MB

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File Size Limit: 3 MB

Uploads: Animal Welfare, Developmental Disabilities, and Peninsula Arts & Humanities

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File Size Limit: 1 MB

Operating Budget*

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File Size Limit: 3 MB

Financial Statements*

Provide the organization's most recent financial statements in one of the following formats:

- Audited financial statements (preferred if available)
- IRS Form 990 or 990-EZ (most recently filed version)
- 990-N postcard with a profit and loss statement for your most recently completed fiscal year (save both documents into 1 file prior to uploading)

File Size Limit: 5 MB

Memoranda of Agreement

Upload any agreements that pertain to the project.

File Size Limit: 3 MB

Authorization to Submit

I am authorized by my organization to submit a grant to the Hampton Roads Community Foundation.*

Choices

Yes

ELECTRONIC SIGNATURE*

Enter your full name, business title and the date of submission.

Character Limit: 250

Add grantinterface.com to your safe senders list to prevent messages from going to your spam/junk folder.

After submission, you should receive an automatic email confirming successful submission within 10 minutes. Critical future correspondence such as requests for additional information, grant agreements, and report reminders will be sent via email from administrator@grantinterface.com.