NORFOLK SOUTHERN HAMPTON ROADS COMMUNITY FUND
GRANT PROGRAM
2023

Norfolk Southern has been a long-standing supporter of the Hampton Roads nonprofit community. While it has transitioned its corporate headquarters to Atlanta, the company is committed to the Hampton Roads community and engaging with nonprofit organizations in the region. Norfolk Southern and the Hampton Roads Community Foundation will be distributing $1 million each year over five years through the Norfolk Southern Hampton Roads Community Fund to nonprofits working to make life better in the region. We are pleased to announce the guidelines for this second year of the program.

GRANTMAKING PRIORITIES

Grant applications should explain how your organization addresses one or more of the following priority impact areas:

- **Education and Workforce Development**
  - Preventing middle- and high-school students from dropping out of school
  - Engaging youth in successfully transitioning from high school into collegiate education or career-based certificate programs
  - Creating pathways to employment for adults with barriers to self-sufficiency

- **Enriching the Community**
  - Providing support for organizations addressing food insecurity
  - Improving access to mental-health support
  - Preventing and ending homelessness and housing instability
  - Enhancing equity and inclusion by accelerating the advancement of historically underrepresented groups and people
  - Enriching the human experience through arts and culture
  - Improving public health and safety
• **Sustainability**
  
  o Restoring and protecting the region’s land, forests, and natural waterways
  
  o Improving the region’s ability to adapt to the impacts of sea-level rise

*We strongly encourage organizations that are led by and serve historically underrepresented groups and communities to apply.*

**ELIGIBILITY**

All nonprofit 501(c)3 organizations, with some limitations (see below) may apply that are:

• Serving residents in South Hampton Roads, which includes Chesapeake, Franklin, Isle of Wight County, Norfolk, Portsmouth, Suffolk, Virginia Beach.

• In good standing with the Internal Revenue Service and have been operational since at least January 1, 2021.

• Be governed by a board with membership of at least four individuals not including the CEO or Executive Director.

• Can provide financial statements and an operating budget, with a preference for audited financial statements or a recent IRS Form 990 or 990-EZ.

Organizations that have a current HRCF grant may apply for this opportunity. Organizations that applied for a Norfolk Southern grant last year through this program are eligible to reapply whether or not your organization was selected for an award in 2022. Applying for this grant will not impact the organization's ability to apply for a Community Grant, Special Interest Grant or any other grant program at HRCF for which it is otherwise eligible.

**LIMITATIONS**

Grants are NOT available for the following:

1. Organizations without public charity tax-exemption under section 501(c)(3) of the Internal Revenue Code
2. Individuals
3. Fundraising events (such as tickets, raffles, auctions or tournaments), annual fundraising appeals or agency celebrations
4. Houses of worship
5. Religious activities (organizations and activities that require religious participation by those receiving services or that are providing religious education)
6. Political organizations
7. Endowments
8. Scholarships, fellowships or travel
9. National or international purposes
10. Animal welfare programs
11. Organizations addressing specific diseases

GRANT AWARD RANGE

In most cases, grants will be awarded for general support of your organization and can be used as the organization sees fit. If a grant purpose is specified, it will be noted in your award letter.

Applicants will not be asked on the application to request a specific grant amount. Award amounts will vary based on the applicant’s budget size and the number of grant requests received. To provide guidance for applicants, grant awards are anticipated to be in the following ranges:

<table>
<thead>
<tr>
<th>Organization Budget Size</th>
<th>Grant Award Range*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Under $1,000,000</td>
<td>$5,000 - $25,000</td>
</tr>
<tr>
<td>$1,000,000 - $5,000,000</td>
<td>$10,000 - $50,000</td>
</tr>
<tr>
<td>Over $5,000,000</td>
<td>$15,000 - $100,000</td>
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</tbody>
</table>

*The Community Foundation reserves the right to award larger or smaller grants, if warranted.

APPLICATION PROCESS & GRANTEE EXPECTATIONS

Application

All applications must be submitted electronically through the Community Foundation’s online portal. Access the portal, click Apply at the top of the screen then select Apply next to the Norfolk Southern Grants Program 2023.
Submission Deadline

The deadline for submissions is August 23.

Technical Assistance

- For guidance and questions about the application, please contact Leigh Davis at ldavis@hamptonroadscf.org.
- For assistance with the Community Foundation Application Portal, please contact Gina Kelly at gkelly@hamptonroadscf.org.

Grant Information Sessions

Information sessions will be virtual and are optional.

June 30 12:00 p.m.
July 19 4:30 p.m.