

2024 Community Grant - Vibrant Places Funding

Eligibility Determination

Please confirm your eligibility to apply for a grant. If all of the below statements are not true, your organization may not be eligible for funding. Read the grant guidelines [here](#) and the Foundation's eligibility requirements [here](#) for more information. If you have questions about eligibility status, reach out to grants@hamptonroadscf.org. This grant is for transformational spaces that are typically funded through a capital campaign.

Please speak with a program officer or attend a [Call in Day](#) before proceeding with an application.

The applicant is a 501(c)(3) nonprofit public charity. (Private foundations are not eligible.)*

Choices

Yes

No - Not eligible

The nonprofit serves residents of South Hampton Roads.*

Choices

Yes

No - Not eligible

Project aligns with the grant guidelines.*

Choices

Yes

No - Not eligible

The applicant and project meet the Foundation's eligibility requirements.*

Choices

Yes

No - Not eligible

The nonprofit has recent audited financials or a 990 or 990EZ with the IRS. (990Ns not accepted.)*

Choices

Yes

No - Not eligible

The organization is registered with the State Corporation Commission (SCC) to operate in Virginia.*

Choices

Yes

No - Reach out to a program officer

The organization is registered with the Virginia Department of Agriculture and Consumer Services (VDACS) to solicit contributions in Virginia.*

Choices

Yes

No - Reach out to a program officer

Request Overview

Project Name*

Name of Project

*Character Limit: 100***Program Area*****Choices**

Cultural Vitality

Economic Stability

Educational Success

Environmental Stewardship

Health and Wellness

Total Amount Requested**Character Limit: 20***Geographic Area Served***

Select the location that will **most 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

Portsmouth

Suffolk

Virginia Beach

Western Tidewater*

Organizational Background

Organization Description*

State the organization's mission. Briefly describe the history, programs, and activities of your organization.

Character Limit: 1500

Population Served - Organization*

How many individuals does the organization typically serve annually? 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: 500

Organization Outcome Measures*

What measure(s) does the organization use to determine success of its goals?

Character Limit: 750

Project Description

Description of Project*

Describe the project for which you seek funding and why it is important to our region.

Character Limit: 2500

Statement of Need*

Describe the need your project will address. Focus your response on the data that demonstrate this project is needed by the Hampton Roads community and/or target population it will serve.

Character Limit: 750

Foundation Guidelines*

Describe how your organization's work and the project requested supports the Foundation's Community Grant Guidelines within the program area you identified previously.

Character Limit: 1000

Number Served - Project*

How many individuals or families do you anticipate the project will serve annually? Also indicate if that number represents individuals or families based on how your agency collects data.

Character Limit: 15

*

Choices

Families
Individuals

Impact on Organizational Goals*

Does your organization have a strategic plan? If yes, does this project align with the strategic priorities?

Character Limit: 1000

Community Support*

Do you have the support of local neighborhood groups, historic districts, and other groups that may be affected by this project? If so, briefly explain.

Character Limit: 750

Collaboration*

Describe any formal or informal collaborative or cooperative relationships between your organization and other organizations in the implementation of the proposed project. Attach letters of support or MOUs to verify formal collaborations.

Character Limit: 750 / File Size Limit: 2 MB

Green Building

Highlight any green building practices included in your construction plans. For more information on green building, visit www.usgbc.org/.

Character Limit: 500

Title*

Who holds, or will hold, the title to the land and/or building? How was the land and/or building acquired? If you do not own the land and/or building, please outline the relevant terms of your lease (length, expiration date, renewal clauses, etc.).

Character Limit: 500

Zoning*

Do you have proper clearance and approvals from zoning and other state and local agencies?

Character Limit: 250

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*

Of the clients that you plan to serve in this project (see "Number Served - Project" above), what **percentage** of the anticipated population served 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: 2 MB

Financial Information

Use of Funds*

Describe how Foundation funds will be used.

Character Limit: 750

Impact on Organizational Budget*

Describe how this project will impact your organization's ongoing operating budget (for example, increases in utilities, maintenance costs, mortgage payments, and/or additional staff).

Character Limit: 750

Total Contributions*

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

Character Limit: 20

Pending Requests*

List other pending grant requests, the amount requested, and an estimated decision date.

Character Limit: 750

Uploads

Upload the following documents:

Project Budget*

Upload a detailed, itemized project budget that includes revenues and expenses.

File Size Limit: 2 MB

Renderings*

Upload renderings of your proposed project.

File Size Limit: 3 MB

Feasibility Study

If a feasibility study was conducted, upload the executive summary of the consultant's report.

File Size Limit: 2 MB

Campaign Materials

For capital campaign requests only: Upload any campaign materials or naming opportunities your organization has in relation to your capital campaign. If you have multiple documents, scan as one document prior to uploading.

File Size Limit: 4 MB

Timeline*

Provide a complete implementation timeline/schedule that includes when fundraising began, the duration of the campaign and when you expect that the actual renovation/construction will conclude. *Type in the space provided or upload an existing document.*

Character Limit: 750 | File Size Limit: 1 MB

Contributors*

Provide a list of contributors to this project by category (i.e., individual, government, corporate, and foundation) or by giving level. These contributors should be reflected in the revenue portion of the project budget you uploaded above.

Character Limit: 1000 | File Size Limit: 2 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: 2 MB

Operating Budget*

Provide the organization's current operating budget including revenues and expenses.

File Size Limit: 2 MB

Financial Statements*

Provide the organization's most recent audited financial statements. Although preferred, 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: 8 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.