

# GRANTMAKING GUIDELINES – 2005

## **IF YOU'RE THINKING OF REQUESTING A GRANT FROM THE LONG ISLAND COMMUNITY FOUNDATION, HERE ARE SOME THINGS YOU SHOULD KNOW...**

Grants from the Long Island Community Foundation fall into three categories:  
*Donor Suggested Grants, Special Purpose Grants, Community Response Grants.*

### **Donor Suggested Grants**

Although the Foundation makes grants of approximately \$12 million each year, slightly more than \$11 million is granted according to the suggestions of generous donors who have contributed these funds with specific charitable goals in mind. ***We do not accept proposals or requests from potential grant recipients for these funds.***

The balance of funds, just under \$1 million, is divided into Special Purpose Funds and Community Response Funds. We invite proposals requesting grants from these funds according to the following guidelines.

### **Special Purpose Grants**

The Foundation administers several Special Purpose Funds. Please see the materials on the Long Island Unitarian Universalist Fund (for social change), the Kraft Fund (for environmental issues) and several other smaller funds included with these guidelines.

### **Community Response Grants**

Community Response funds are granted to not-for-profit organizations, working in Nassau and Suffolk Counties, through a competitive process. Please use the following information to determine whether, when and how to apply for grants from these funds.

## GRANTS FROM COMMUNITY RESPONSE FUNDS

Community Response Funds are used to:

- 1) address the broad critical issues affecting Long Island regionally, including (but not limited to) structural and institutional racism, lack of affordable housing, inadequate public transportation, conflict surrounding new immigrants, differential access to quality health care, the needs of a growing aging population;
- 2) address the needs of communities disproportionately affected by these and other critical issues and, because there is great disparity in available resources on Long Island, we are particularly interested in directing our grants to projects and programs that strengthen and revitalize these communities;
- 3) enhance the capacity of nonprofit organizations working on these issues, both regionally and locally, by supporting:
  - local delivery of quality "management assistance" services
  - research in support of advocacy (e.g., public opinion polls)
  - efforts to build alliances and collaborations to address critical issues and/or work in communities that are disproportionately affected by these issues.

When considering grant requests in the above three categories, we look for opportunities to support work that:

- promotes equity for all Long Islanders
- has strong local support and a solid constituency
- can be a catalyst for positive change
- seeks long-term impact
- empowers and creates leadership in communities
- builds lasting local resources to strengthen communities

Although we will occasionally make a Community Response grant of as much as \$20,000, most grants fall into the \$5,000-\$15,000 range. Grants are usually for one year only; in a very few cases, we will renew the grant for a total of two or at most three years.

**NOTE:** Most of our Community Response funds are used as described above, but we will occasionally make Community Response grants for important new opportunities that fall outside of our guidelines.

## **YOU MIGHT BE INTERESTED TO KNOW THAT:**

To test whether our grantmaking is having a favorable impact in the areas we have identified, we develop different ways to increase local feedback and consultation – gathering experts, holding community conversations, and convening issue forums.

From time to time, when we become aware of a critical issue that is not being addressed by existing efforts, LICF convenes people, gathers resources to address the issues, and supports and sustains the new initiative as it gets going. To date, such initiatives have resulted in the development of

LITAC Nonprofit Solutions

The Long Island Fund for Women and Girls

ERASE Racism

Long Island Neighborhood Development Initiative

(now incorporated into Sustainable Long Island)

Long Island Partnership for After School Education (LI PASE)

Work Long Island

## **Who SHOULD APPLY**

Only organizations operating in Nassau and Suffolk Counties are eligible for funding from the Long Island Community Foundation. <sup>1</sup>

In making our decisions about whom to fund, we are concerned not only with the issue area and the affected community, but also with the way in which organizations go about their work. We value organizations and projects that are deeply rooted in the community; emphasize race, class and gender equity among staff, Board, and members; contribute to the empowerment of local leaders; and offer the potential for systemic change, rather than symptomatic relief.

When a critical community does not have organizations strong enough to meet these criteria, we will consider support for infrastructure development to strengthen those organizations.

### ***LICF does not make grants***

- To individuals
- For buildings or equipment
- For computer hardware or software
- For medical or scientific research

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<sup>1</sup> Applicants from any of the 5 boroughs of New York City should apply to The New York Community Trust, LICF's parent organization. You can contact the NY Community Trust at 909 Third Avenue, 22<sup>nd</sup> floor, NY, NY 10022. 212 686-0010

## HOW TO APPLY

1. We encourage you to review these guidelines carefully. You may also want to visit our website, [www.licf.org](http://www.licf.org).
2. If you believe your project falls within our interests, please submit a brief written proposal (preferably no more than 5 pages), either by hand or by mail, to our Executive Director, Suzy D. Sonenberg, at the address below. **We do not accept proposals by fax or email.**

Long Island Community Foundation  
1740 Old Jericho Turnpike  
Jericho, New York 11753

3. Proposals do not need to follow a particular format, but they must include:
  - A Long Island Community Foundation cover sheet with key information about your organization. (*Please request a copy of the Request for Information Form from our office, or download it from our website.*)
  - The history and expertise of your organization.
  - A description of the specific issue(s) you will address. (*If this is an issue not listed above, please include an explanation of why it is a critical issue on Long Island.*)
  - The impact you expect to have on the issue(s) or community.
  - A specific description of the activities you will undertake.
  - How your work relates to that of others addressing the same issue(s) and/or working in the same community.
  - How you will evaluate your effectiveness.
  - How the work will be funded at the end of our grant (if you hope to continue the work).

### **You must also submit:**

- The overall budget of your entire organization for the fiscal year to which a grant would apply. Be sure to include expenses AND income by source.
- The budget for your proposed program (if separate). Include expenses AND income by source.

*Sample budgets are available at [www.licf.org](http://www.licf.org), or call the LICF office.*

## WHEN TO APPLY

The Foundation's Board makes grants three times a year – in March, July, and November. In general, proposals must be submitted 8-10 weeks before these meetings: there is a strict cut-off date for every meeting. Please call the LICF or check the LICF website, [www.licf.org](http://www.licf.org) to find out the exact date that applies to you.