Club Blue Grant Program 2022

*Community Foundation of Northern Illinois*

# Quick Tips

### Before You Apply

* For application guidelines, instructions, deadlines, and grant program information visit [CFNIL's Club Blue Grant Program Webpage.](https://www.cfnil.org/grants/club-blue)
* All applications are due by February 28, 2022, by 5 p.m. CFNIL will not accept proposals submitted after the deadline.

### Good to Know

* This application autosaves!
* If you are having difficulty uploading a document, many times this is due to the file format or file size. For help with this, visit the *Working with PDFs* section on [CFNIL's Grant Resources](https://www.cfnil.org/grant-resources) webpage.
* For your convenience, we have increased the character limits for your responses to all long response questions. There is no obligation to use the maximum allowed character count and no penalty for answers that do not approach the limit. Please do not feel you must use the full character count when a more concise response is sufficient.

### Using Collaborator

* To invite others to join your work on a request, use the Collaborator Tool. You can also use this tool to create additional users for your organization. View the links below for more information.
  + [How to Use](https://drive.google.com/file/d/1IHkAEvTD4c-t9BwclyQY_OCdghW5U56B/view) [Collaborator](https://drive.google.com/file/d/1IHkAEvTD4c-t9BwclyQY_OCdghW5U56B/view)
  + [Collaborator for Adding Users to your Organization](https://docs.google.com/document/d/1RRgt4LxKd5cdmY8XPfY5tLoHUqziqa98WLN4zFFBSbw/edit)

# Organizational Information

## Year Founded\*

This information can be automatically populated from your Nonprofit Profile on Guidestar.org. Applicants are encouraged to keep their profile up to date. If this information is not on your Profile, you may enter it.

*Character Limit: 250*

## Mission Statement\*

This information can be automatically populated from your Nonprofit Profile on Guidestar.org. Applicants are encouraged to keep their profile up to date. If this information is not on your Profile, you may enter it.

*Character Limit: 10000*

## Organization County\*

Within which county is your organization located?

**Choices** Boone Ogle

Stephenson Winnebago Other

## Organization Facebook

*Character Limit: 2000*

## Organization Twitter

*Character Limit: 2000*

## Organization's Board of Directors\*

Include a list of your organization's Board of Directors with affiliations and with the officers identified. You can either type this information in or upload a pdf.

*Character Limit: 4000 | File Size Limit: 2 MB / pdf format required*

## Organization History\*

Briefly summarize your organization's history.

*Character Limit: 4000*

## Current Programs\*

You may either upload a description of your current programs, such as a brochure, or type in a description.

*Character Limit: 4000 | File Size Limit: 2 MB / pdf format required*

## Number Served by Org\*

Approximately how many individuals, including adults and children, does your organization serve annually in Boone and/or Winnebago Counties?

*Character Limit: 10*

## Recent Accomplishments\*

Describe your organization's recent accomplishments.

*Character Limit: 4000*

## Number of Staff\*

List the total number of staff, given in full-time equivalent (FTE) units. (For more information, visit [FTE Calculation](https://www.healthcare.gov/shop-calculators-fte/).)

*Character Limit: 100*

## Branch of Organization\*

Is your organization a branch of a larger organization?

#### Choices

Yes No

## Local Governing Board\*

Do you have a governing board that regularly meets in Boone or Winnebago County?

#### Choices

Yes No

## Promotional Media #1

You may provide a link to any audio, video, or other media files you use to promote your organization.

*Character Limit: 2000*

## Promotional Media #2

You may provide a link to any audio, video, or other media files you use to promote your organization.

*Character Limit: 2000*

# Organizational Finances

## 990 Most Recent\*

Upload the 990 for your most recently completed fiscal year here.

*File Size Limit: 3 MB / pdf format required*

## Audit Most Recent\*

Upload the audited financial statement for your most recently completed fiscal year here.

*File Size Limit: 5 MB / pdf format required*

## Additional Financial Information

Use this space to clarify anything about your organization's finances.

*Character Limit: 4000*

# Project Information

## Project Name\*

Name of Project.

*Character Limit: 100*

## Request Amount\*

What is the amount requested from CFNIL in this proposal?

*Character Limit: 20*

## Detailed Project Description\*

Describe, in detail, how your organization would use funds from the Club Blue Grants Program. Your organization may request funding for multiple projects or programs. Please explain each project or program.

*Character Limit: 10000*

## Timeline\*

Provide a timeline for the activities described above.

*Character Limit: 10000*

## Club Blue's Mission Fit\*

The purpose of Club Blue is to fund organizations that supply the basic goods and services that promote the safety, health and wellbeing of children in need in Boone and Winnebago Counties. How does this project fulfill Club Blue's mission?

*Character Limit: 10000*

## Fund Expenditure Timeline\*

Will your organization spend all funds received through the Club Blue Grants Program within 12 months of receiving those funds?

#### Choices

Yes No

# Service Population

## Population Description\*

Please describe the population you expect to serve through this charitable activity. Include items such as race/ethnicity, socioeconomic status, age, and gender. Exact numbers are not required.

*Character Limit: 4000*

## Reside in Winnebago/Boone\*

Will 100% of the population served reside in Winnebago and/or Boone County? Club Blue's funding is exclusively for children who reside in Winnebago and/or Boone County.

#### Choices

Yes No

## Reside in Winnebago/Boone Explanation

If 100% of the population you are serving through this proposal do not reside in Winnebago and/or Boone County, please explain why.

*Character Limit: 4000*

## Serve Children\*

Will 100% of the population served be age 18 or younger? Club Blue's mission supports the safety, health, and well-being of children in need in the community.

#### Choices

Yes No

## Serve Children Explanation

If 100% of the population served is not age 18 or younger, please explain why.

*Character Limit: 4000*

#### Genders Served

For each category below enter the approximate percentage served through this charitable activity. If none, enter 0.

## Male\*

*Character Limit: 5*

## Female\*

*Character Limit: 5*

## Other\*

*Character Limit: 5*

## Unknown\*

*Character Limit: 5*

# Results

## Number Served\*

Total number of unduplicated people this proposal will serve. This includes any client who will receive services for the project. In your final report, you will be asked to report the number of children served.

*Character Limit: 7*

## Service Hours\*

As a result of this proposal, how many service hours will be provided to children? In your final report, you will be asked to report the number of service hours provided to children.

*Character Limit: 10*

## Service Hours Calculation\*

How did you calculate this number?

*Character Limit: 4000*

## Other Measurements\*

What other numeric items will you track to demonstrate the success of your proposed project or program? For example, number of meals served, number of items distributed, number of score levels increased, etc. In your final report, you will be asked to report the actual number of items listed above.

*Character Limit: 4000*

# Proposal Budget

## Proposal Budget\*

Upload your proposal budget here. Use the Budget Template found on [CFNIL's Club Blue Grant](https://www.cfnil.org/grants/club-blue) [Program Webpage.](https://www.cfnil.org/grants/club-blue) Please note that you will need to convert the Excel template into a pdf before uploading.

*File Size Limit: 2 MB / pdf format required*

## Budget Narrative\*

Please use the Budget Narrative to explain how each revenue and expense item was calculated. If related items are combined in a line item, describe the component expenses. See the Sample Budget Narrative found on CFNIL's Club Blue Grant Program Webpage.

*Character Limit: 5000*

# Applicant Agreement

#### By submitting this application, you acknowledge that you are agreeing to:

* Host tours of your facility by Club Blue committees and Board,
* Allow Club Blue to use your logo and other promotional materials (including video),
* Provide volunteers for Club Blue events,
* Write a final report within 15 months after the grant has been issued, showing, and detailing the final project, and
* That funds granted from Club Blue will be used for the designated project within 12 months of receipt of the funds.