

Club Blue Grant Program 2023

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.
- All applications are due by February 27, 2023, 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 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 the Copy Request Feature

If you have applied for a CFNIL grant before, you can copy data from similar fields to this application. See our Copy Request Application Tutorial.

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 link below for more information. https://drive.google.com/file/d/1IHkAEvTD4c-t9BwclYQY_OCdghW5U56B/view
 - o How to Use Collaborator <https://docs.google.com/document/d/1RRRgt4LxKd5cdmY8XPfY5tLoHUqzqa98WLN4zFFBSbw/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

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

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.)

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 Supporting Documentation

Use this optional field to upload any documentation that supports/clarifies your organization.

File Size Limit: 3 MB

Organizational Finances

990 Most Recent*

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

File Size Limit: 3 MB

Audit Most Recent*

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

File Size Limit: 5 MB

Additional Financial Information

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

Character Limit: 4000

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

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

Brief Proposal Description*

In no more than two sentences, explain how the funds will be used and what will improve as a result of the charitable activity. Be as precise and economical as possible in your answer. It will be used for reports and other communications pieces.

Character Limit: 700

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

Project Supporting Documentation

Use this optional field to upload any documents that support/clarify your project.

File Size Limit: 3 MB

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 Program Webpage. Please note that you will need to convert the Excel template into a pdf before uploading.

File Size Limit: 2 MB

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.