ABOUT THE DENVER FOUNDATION
The Denver Foundation is a community foundation dedicated to improving life for people who live in the seven-county Metro Denver region, which includes Adams, Arapahoe, Boulder, Broomfield, Denver, Douglas, and Jefferson counties.

MISSION
We inspire people and mobilize resources to strengthen our community.

CONTACT US
To arrange a time to talk with us during office hours, please call 303.300.1790 and ask to speak with a grants manager. We can connect you with the right person on our staff. To connect via email, please send a message to aclevenger@denverfoundation.org.

GRANT GUIDELINES
These guidelines apply to the Community Grants Program for nonprofit organizations.

We invest in four objective areas: Basic Human Needs, Economic Opportunity, Education, and Leadership & Equity. This booklet describes the goals for each of the four objective areas and provides tips for successful proposals.

To strengthen your proposal, please review the following resources before you apply:

1. These grant guidelines, which explain the core values of the Community Grants Program, specific funding priorities and strategies, and submission requirements.

2. Our website includes Frequently Asked Questions, dates for pre-application information sessions, and additional guidance about applying for a grant.

3. We also invite you to call or email us to schedule a pre-application phone call during our office hours. We are eager to discuss your ideas and programs and help you determine if your work meets our funding criteria before you prepare a proposal.

Feeding the Multitudes
HOW WE EVALUATE APPLICATIONS

We fund 501(c)(3) organizations and collaborative efforts among 501(c)(3) organizations and other groups in the seven-county Metro Denver region that address one or more of the goals described in this booklet. We prefer requests for general operating support, but we will consider both general operating and program support. Grant awards typically range from $5,000 to $20,000.

In our four objective areas:

- We prioritize improving the lives of historically oppressed people living in Metro Denver, with a particular focus on people who live in low-income communities and people of color.

  - We seek to reduce racial and ethnic disparities, as well as economic disparities.
  - We support organizations that share our core values of racial equity and community leadership.

After first considering how strongly a proposal fits our objective area strategies and aligns with our core values, we evaluate every grant request according to the following criteria:

  - Soundness of fiscal, strategic, governance, and program-delivery practices.
  - Past success, demonstrated impact, or strong potential for impact.
  - Use of evaluation to assess progress toward goals.
  - Openness to collaboration and being part of a broader approach to improving the lives of community members.
  - Uniqueness of programs or services.

WHAT WE DON’T FUND WITH COMMUNITY GRANTS

We cannot fund proposals outside of our four objective areas: Basic Human Needs, Economic Opportunity, Education, and Leadership & Equity.

Community Grants do not fund organizations or programs that discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, except to serve a historically disadvantaged group.

WE ALSO DO NOT FUND THE FOLLOWING:

- Capital campaigns
- Building endowments or reserve funds
- Membership campaigns
- Special events or sponsorships
- Retroactive funding, i.e. activities, projects, or programs that will be completed before funding becomes available
- Debt retirement
- Grants to individuals
- Grants for re-granting purposes
- Multi-year funding requests
- Conferences, symposia, and related travel
- Grants for medical, scientific, or academic research
- Grants that further political doctrine or religious activities
- Grants to parochial or religious schools
- Scholarships (for more information about scholarships administered by the Foundation, please visit denverfoundation.org)
- Requests from individual schools or universities that have not coordinated the request with their central school district, university administration, or fundraising arm

EMAIL US AT ACLEVENGER@DENVERFOUNDATION.ORG OR CALL 303.300.1790 AND ASK TO SPEAK TO A GRANTS MANAGER
The Denver Foundation supports nonprofits that advance our Core Values of community member engagement and racial equity. We believe nonprofits have greater impact in the community if they make community member engagement and racial equity a core part of their programs, policies, and overall approach.

COMMUNITY MEMBER AND CONSTITUENT ENGAGEMENT
Community member engagement is the inclusion of people of color and those who live in low-income communities in making decisions. Constituent engagement is the inclusion of recipients of services in making decisions.

We believe that nonprofits are more effective if they engage community members and constituents in planning, programming, and leadership. We support nonprofits that:

- Ask for input from community members and constituents.
- Understand the assets that community members and constituents bring to the work.
- Respond to the self-described needs of community members and constituents.
- Include community members and constituents as members of the board and staff, and as volunteers and donors.

CONTINUUM OF COMMUNITY MEMBER LEADERSHIP

**ENGAGEMENT**
Nonprofit develops the capacity to engage community members and constituents beyond providing services.

**RELATIONSHIP**
Relationships are focused on the nonprofit learning and understanding the needs and assets of the community.

**LEADERSHIP**
Engaging community members and constituents is the standard practice of the nonprofit. Relationships are dynamic. Programs and goals promote and support community member and constituent leadership.
RACIAL EQUITY DEFINITIONS
The following definitions are terms used within the Community Grants Program’s Core Values framework:

Diversity is the “who” of a nonprofit. A diverse nonprofit involves people of different races, ethnicities, and experiences. Diverse people are involved as members of the board and staff, and as volunteers and donors. Diversity is often the starting place for racial equity work.

Inclusion is the “how” of a nonprofit. Inclusion is how (or whether or not) people of color can participate fully in making decisions. Inclusive nonprofits embrace the assets, needs, and incorporate perspectives of people of color into everything they do.

Racial equity is the “why” of diversity and inclusion. Racial equity is when advantage and disadvantage are not determined by race. Barriers to access are removed and everyone can participate and reach their full potential. We believe that diverse and inclusive nonprofits achieve more equitable outcomes. Racial equity is the intended outcome of diversity and inclusion practices.

CONTINUUM OF RACIAL EQUITY

People of color are involved as members of the board and staff, and as volunteers and donors.

People of color can fully participate in planning and making decisions. Differences in assets, needs, and perspectives are valued.

Advantage and disadvantage are not determined by race. Barriers to access are removed and everyone can participate and reach their full potential.

CORE VALUES QUESTIONS
These Core Values are at the heart of the Community Grantmaking Program. Please respond to the four questions below. Every nonprofit’s starting place, progress, and challenges are unique. Please be candid in sharing your nonprofit’s internal and external experiences. It will help us to understand how you are thinking and evolving, and what practices you are putting into place. We want to learn more about your approach to community member & constituent engagement and racial equity.

Your responses should not exceed two pages. If you have questions about these questions or our approach, please contact the Foundation.

1. How does your nonprofit engage community members and constituents in planning, programming, and making decisions?

2. What challenges, if any, have you encountered in engaging community members and constituents? What are you doing to overcome them?

3. How does your nonprofit advance racial equity?

4. What challenges, if any, have you encountered to advancing racial equity? What are you doing to overcome them?
Basic Human Needs grants will focus on serving those experiencing hunger, homelessness, domestic violence, and lack of access to basic medical care.

Goals:
- Support work that allows people to obtain help in several areas of extreme need through in-depth wraparound services, continuums of care, or close connections with other providers.
- Promote programs that address barriers to access of basic services and benefits for those most in need, e.g. through use of community navigators.
- Support new and innovative approaches to meeting basic human needs.
- Support programs that serve unmet basic needs as the only service provider in the area.
- Support organizing, advocacy, and policy reform work relating to these goals.

Economic Opportunity grants will focus on the economic health of people and communities, and barriers to economic equity they face.

Goals:
- Develop and keep economic resources in communities. This includes financial and human resources.
- Support full-service job training for those facing barriers to employment. This training should include job placement and post-employment support. Training should include a focus on career pathways.
- Increase access to capital for business owners. This goal’s focus is on those who cannot access capital from traditional sources.
- Support organizing, advocacy, and policy reform work relating to these goals.
Leadership & Equity grants will build a diverse pool of leaders to increase racial equity.

Goals:
- Develop leadership skills of community members and constituents to address community-identified issues.
- Strengthen organizations to become community-centered and inclusive in their leadership from the inside out.
- Strengthen efforts to increase racial equity in all sectors.
- Support community leaders’ efforts to act on issues related to our objective areas.
- Support organizing, advocacy, and policy reform work relating to these goals.

In the focus area of Leadership & Equity, community-led initiatives are given priority.

*Education grants fund all education-specific organizing through the Colorado Education Organizing Funders Collaborative (CEO).
APPLICATION INFORMATION

APPLICATION DEADLINES

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<tr>
<th>Application Deadline</th>
<th>Notification Time Line</th>
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<tr>
<td>February 3, 2020 by 5 pm</td>
<td>Late June</td>
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<tr>
<td>August 3, 2020 by 5 pm</td>
<td>Late December</td>
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We will not consider late or incomplete proposals.

ONLINE APPLICATION

The Denver Foundation accepts applications online. If you cannot apply online, please call 303.300.1790 and ask to speak to a grants manager.

To learn how to submit an online application, please visit denverfoundation.org and search “Apply Online.”

Before applying you will need to register with the online grant application portal. Registration approval takes approximately 1-2 business days. [If you think you will apply for a grant, please register as soon as possible. You do not have to be ready to submit your application to register.]

COMMON GRANT APPLICATION

The online application is based on the Colorado Common Grant Application (CGA). However, The Denver Foundation only asks you to supply the information we need to make a decision about your application. Some questions in the standard CGA are intentionally excluded from our application.

All application questions are included in the online grant application portal.

Please review the CGA User’s Guide before completing the application. Please visit denverfoundation.org and search “CGA User Guide.” Our website contains other helpful information about applying for a grant.

ADDITIONAL INFORMATION

• In the Evaluation section of the application, we include one question from the CGA and an additional question.
• You must respond to the Core Values Questions on page five of these guidelines. In your proposal, please consider including specific examples of how your work demonstrates these values in action.
• Online applications do not require a cover letter.
• We do not require all attachments listed in the CGA User’s Guide. The last page of this guide lists the attachments we require. The online grant application portal also lists all required attachments.
• Applicants are not required to submit financial audits. If you have an audit, you are encouraged to submit it.
• Attachments must be in pdf format. The online grant application portal includes instructions on how to save documents in pdf format.

SUBMITTING GRANT REPORTS

If you have received a grant through the Community Grants Program, you are required to submit a Final Report on the work you did with the grant funds. This report is due at the end of your grant period and is required before your organization can be considered for subsequent grants from the Community Grants Program.

The grant contract that you received contains important information on the reporting requirements, including due dates. This can be found in your grant contract in Section 8, Grant Reports. Please review your contract carefully before submitting a report.
SUBMITTING GRANT REPORTS, CONTINUED

If you received a grant rationale in your grant award packet, please read it carefully. If it included items marked with an asterisk (*), please include specific responses to these items. Create a separate section in your final report for these answers. [Your new application will be declined if you fail to respond to all items marked with an asterisk (*).]

Organizations submitting an application before their final report is due, must submit an interim report with their application. You can submit the interim report with your application using the Final Report attachment upload. For your interim report, please complete the cover page and narrative sections of the Colorado Common Grant Report (Colorado CGR). You do not need to complete the attachments for your interim report.

If you have any questions about submitting your grant report, please contact your program officer or call 303.300.1790 and ask to speak to a grants manager.

SPECIAL CIRCUMSTANCES

Do any of the following describe your group? Is your group:

• A local branch of a national organization?
• Applying under the fiscal sponsorship of another group?
• The fundraising arm for another nonprofit?
• A school district or a university/college?
• An individual school, department, program, or project within a school district or university/college?
• Applying as a collaborative of three or more groups?

If so, please visit denverfoundation.org and search “Special Circumstances.” The online grant application portal includes space to tell us more about most of these types of groups. If you have questions, please contact a grants manager at 303.300.1790.

APPLICATION FREQUENCY

• Groups that have not applied before can apply at either the February or August deadline.
• If your application is not successful, you may apply again at the same deadline one year later. For example, an organization that applies in February 2020 and is declined may reapply in February 2021.
• Current grantees can apply on an annual basis.
• Please note the change in application frequency: We no longer require current grantees to complete the grant period before reapplying for a grant. This means grantees can now reapply for a grant every 12 months rather than every 18 months.

SHARING INFORMATION

We sometimes share information with donors and funds at The Denver Foundation. This can expand opportunities for funding. If you do not want us to share your proposal, please let us know. You will find a place to do this in the online grant application portal.

CONTACT US

If you would like to speak to us, please call 303.300.1790 and ask to speak with a grants manager. To connect via email, please send a message to aclevenger@denverfoundation.org.
ADDITIONAL FUNDING OPPORTUNITIES

Please visit our website for application instructions and submission deadlines for additional funding opportunities. Please visit denverfoundation.org and search “Other Grants.”

STRENGTHENING NEIGHBORHOODS

Guidelines for proposals granted through the Strengthening Neighborhoods Program are now offered in a separate document available in English and Spanish. Please call 303.300.1790 or visit denverfoundation.org to learn more.

CAPACITY BUILDING AND TECHNICAL ASSISTANCE

The Technical Assistance Fund: Supports Community Grants program grantees for capacity-building activities in strategic planning, governance, fundraising, technology, inclusiveness, and resident engagement, among other self-identified needs. For more information, please visit denverfoundation.org and search “Technical Assistance.”

Colorado Nonprofit Loan Fund: Supports nonprofits through loans ranging between $1,000 and $50,000. Loans greater than $50,000 may be considered under special circumstances.

Social Venture Partners Denver: Supports local nonprofit and business capacity building through investments of money, resources, and business expertise.

COMMUNITY DEVELOPMENT AND SUPPORT

Denver Immigrant Legal Services Fund: Supports nonprofits so that they can offer direct legal representation to immigrants. Grants will also support organizations working to increase the pool of attorneys available to represent immigrants.

DESCI Community Housing Program: Supports housing subsidies to low-income persons, 55 years of age and older, who are Denver Public Schools retirees, current and former employees, and members of their immediate families.

Rollie R. Kelley Family Foundation: Supports inner-city ministries or programs that support cultural quality of life, economic education, youth and families at risk, or children’s physical or mental health needs.

Transforming Safety: Supports organizations in North Aurora and Southeast Colorado Springs working in community and economic development, prioritizing strategies that enhance community safety and crime prevention. Learn more at transformingsafety.org.

HEALTH

Colorado Health Access (CHA) Fund: Supports programs and activities that increase access to behavioral health care and that strive to improve health outcomes for populations in Colorado with high health care needs.

Comprecare: Supports optimal wellness, statewide, for seniors in Colorado.

ARTS

Eulipions Fund: Supports, fosters, promotes, and preserves artistic expression with an emphasis on Colorado African American heritage and lifestyles by providing grants to generate, assist, increase, and encourage the performing arts in Colorado African American communities.


Gwen Bowen Family Performing Arts Fund: Supports access to learning in dance, acting, and singing for children from low-income communities.

ENVIRONMENT

Lauren Townsend Memorial Wildlife Fund: Supports animal welfare or wildlife preservation.

Environmental Affinity Group: Supports nonprofits that work on climate change and environmental justice.
REQUIRED CGA NARRATIVE COMPONENTS

- Organization Background
- Goals
- Current Programs
- Program/Project Request
- Board/Governance

REQUIRED CGA ATTACHMENTS

- Organization budget for current fiscal year
- Current program/project budget with revenue and expenses if application is for a program/project
- Current (year-to-date) financial statements, no more than three months old:
  - Statement of Activities, (a.k.a. Income Statement or Profit & Loss)
- Financial statements for the most recently completed fiscal year-end
  - Statement of Activities, (a.k.a. Income Statement or Profit & Loss)
- In-kind contributions for last two fiscal years
- Board of directors list
- Anti-discrimination statement adopted by the board of directors
- Annual Report (if available)
- Grant Report: If your organization is a grantee of The Denver Foundation, you must include an interim or final report on your most recent grant. Please use the Common Grant Report (CGR) and add a separate section for your detailed response to any asterisked items in The Denver Foundation’s most recent grant rationale or contract. If you’ve already turned in your final grant report for the most recent grant, please include a copy of that report in this application.
- Technical Assistance Report: If you have received a technical assistance grant from The Denver Foundation, make sure you have submitted your required grant report on time.

CONTACT US

To arrange a time to talk with us during office hours, please call 303.300.1790 and ask to speak with a grants manager. To connect via email, please send a message to aclevenger@denverfoundation.org.