



2025 Community Grants Orientation

February 12, 2025

2022-24 SNAPSHOT

	<u>2024</u>	<u>2023</u>	<u>2022</u>
# of applications	52	49	47
# funded	39	37	35
Multiyear Grants			
Invited	5	3	9
In Second Year	3	9	-
General Operating	22	16	19
Project	7	7	5
Collaboration	2	2	2
Total \$ Awarded	\$200,000	\$174,687	\$162,300



2025 APPLICATION RESOURCES

CFGV Community Grants Website:
<https://cfgv.org/nonprofits/cfgv-competitive-grant-cycle>

RESOURCES AND TEMPLATES

2025 Application Orientation recording

[Financial Policies & Procedures Template](#)

[Understanding Internal Controls for
Financial Policies](#)

[Understanding Certificates of Registration
and Good Standing](#)

[Instructions for Setting Up User accounts in
SMApplly](#)

2025 CFGV COMMUNITY GRANTS APPLICATION MATERIALS

[Guidelines - Single Year Grantees](#)

[Guidelines - Multiyear Grantees](#)

[Required Uploads for All Applicants](#)

[Scoring Criteria](#)

[Application \(Word\)](#) *(for reference only!)*

2025 TOWN OF MT. CRESTED BUTTE COMMUNITY GRANT APPLICATION MATERIALS

[Guidelines](#)

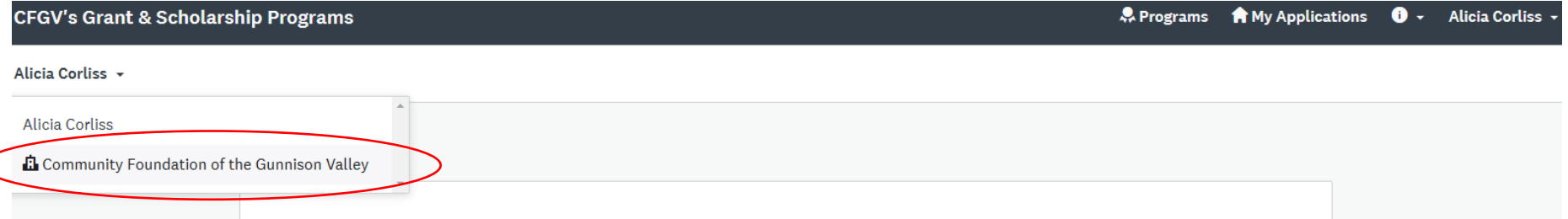
[Application \(Word\)](#) *(for reference only!)*





PORTAL/APPLICATION TIPS

Once you're logged into SMaply, be sure you're logged in as your organization or you won't be able to apply!



CFGV Community Grants Application - Get Started

Which option below BEST describes you as an applicant? Please read carefully and choose only one. *Note that Collaborations are listed at the bottom*

Are you a:

- 501(c)(3) nonprofit organization with headquarters in Gunnison County
- 501(c)(3) nonprofit organization with headquarters outside of Gunnison County
- Group under fiscal sponsorship
- Government entity (Gunnison County, Gunnison Watershed School District, Western Colorado University, etc.)
- Faith-Based Organization
- Collaboration

SAVE & CONTINUE EDITING

MARK AS COMPLETE

Based on what you choose here, the application will show your required uploads, so be sure you choose correctly before you "MARK AS COMPLETE"!



WHO CAN APPLY AND WHAT THEY CAN APPLY FOR



501(c)(3) Organizations

Apply for General Operating Support

Faith-Based Organizations

Government Entities

Collaborations

Apply for Project Support



GENERAL INFORMATION

Legal Name of Applicant Organization

Website

Applicant DBA (Doing Business As) if
different than legal name

Year Founded

Name of Group, if applicable

Contact Person for This Application

Name

EIN (Federal Tax Identification
Number)

Position or Title

Email

Mailing Address of Group

City, State Zip Code

Physical Address

City, State Zip Code



GRANT REQUEST INFORMATION

Grant Request Type

- General Operating
- Project (Single Applicant)
- Project (Collaboration)

For General Operating

- Amount Requested
- % of Budget Requested
- Estimated number of discrete year-round local people you serve in a typical year
- Estimated number of discrete part-time residents and visitors you serve, if relevant

For Project (Single Applicant)

- Name of Project
- Amount Requested
- Total Project Budgeted Cost
- % of Project Budget Requested
- Estimated number of discrete year-round local people you serve in a typical year
- Estimated number of discrete part-time residents and visitors you serve, if relevant
- Please give a one sentence synopsis of what the grant will be used for.

For Project (Collaboration)

- Name of Project
- Amount Requested
- Total Project Budgeted Cost
- % of Project Budget Requested
- Please give a one sentence synopsis of what the grant will be used for.
- Please include the Organization Name and Contact information (Name and EmailAddress) for each partner

Please pick the grant category below that you believe is the best fit for this application. If you are applying for program or project support, this refers to your program or project.

- Animal Welfare
- Arts and Culture
- Athletics and Recreation
- Community Development
- Education
- Environment
- Health and Human Services
- Historical Tradition and Preservation
- Collaboration



APPLICATION NARRATIVE

For General Operating

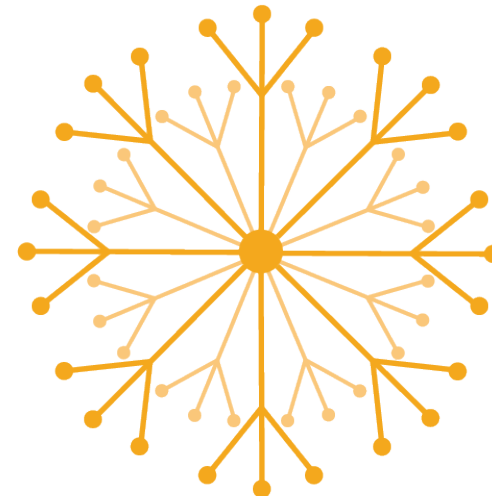
- Mission Statement
- Explain who your organization serves, why your work is significant, and how it addresses critical issues or needs in the Gunnison Valley.
- In general, what do you do?
- How do you determine the impact of what you do?
- With past evaluation data in mind, describe the difference you have made. Be specific and use data where possible.

For Project (Single Applicant)

- Purpose Statement of the Group
- Explain who your organization serves, why your work is significant, and how it addresses critical issues or needs in the Gunnison Valley.
- In general, what do you do?
- Describe your Project.
- What do you want to achieve, i.e. what change do you want to make?

For Project (Collaboration)

- Purpose Statement of the Group
- Explain who your organization serves, why your work is significant, and how it addresses critical issues or needs in the Gunnison Valley.
- In general, what do you do?
- Describe your Project.
- What do you want to achieve, i.e. what change do you want to make?
- What method will you use to learn whether you are achieving your goals?



NEW NARRATIVE QUESTION THIS YEAR



How does your organization or how will your project/program ensure everyone in our community has the opportunity to thrive?
Be sure to cite specific examples.

Hint: don't just repeat what you do or who you serve! Consider how your organization: fits into the ecosystem or fabric of our community; enhances community coordination or collaboration; expands or strengthens community leadership; engages with partners across the community to advance community-wide strategies and goals; etc.



This replaces the OVRR Civic Capacity question



FOR GENERAL OPERATING REQUESTS ONLY

- *In which month does your fiscal year start?*
- *# of Group's full-time, year-round employees*
- *# of Group's part-time employees, if applicable*
- *# of Group's seasonal employees, if applicable*
- *Do your financials include in-kind support?*
Yes / No
- *If they do not include in-kind support, briefly describe the in-kind support that you receive and estimate the value of this support.*
- *If your most recently completed year actual revenue and/or expenses was 10% or more different from budget projections, or if there is anything else that might appear to distort your financials to an outside reviewer (such as significant accounts receivable, a one-time gift or expense, uneven cash flow for seasonal reasons, etc.), please explain.*
- *How many months of operating reserve do you have?*
- *Are you currently undertaking a capital campaign?*
Yes / No
- *If yes, are your capital campaign income/expenses incorporated into the organizational budget you will submit?*
Yes / No
- *Are you currently undertaking an endowment campaign?*
Yes / No
- *If yes, are your endowment campaign income/expenses incorporated into the organizational budget you will submit?*
Yes / No
- *In the last three years, has your organization had an audit or financial review conducted by an outside party?*
Yes / No
- *If no, why not?*
- *If yes, which one?*
 - ❑ *Audit*
 - ❑ *Financial Review*
- *If it identified any issues, summarize how you are addressing them.*





TOWN OF MT. CRESTED BUTTE COMMUNITY GRANT APPLICATION

➤ **Is your organization or group applying for a Community Grant from the Town of Mt. Crested Butte?**

- Yes
- No

If yes, proceed.

➤ **Grant Request Type**

Note: You are applying for **exactly** what you applied for in the CFGV application. This means that if you applied for a specific project/program in the CFGV application, the project/program in your application to the Town of Mt. Crested Butte IS THE SAME.

➤ **Request Amount**

Note: You may ask for any amount. The Town of Mt. Crested Butte's grant amounts usually range from \$1,000 to \$20,000; however, keep in mind that the application pool will be larger than it has been, which means grants will likely be smaller than in the past.

- How many people impacted by your organization or program/project are FULL-TIME residents in the north end of the Gunnison Valley? Estimate if necessary.
- How does your organization's work or the Group's program/project impact the residents of the north end of the Gunnison Valley?

REQUIRED UPLOADS

501(c)3 NONPROFIT ORGANIZATIONS

- Budget-to-Actual for most recently completed fiscal year (for 501c3 outside the county, this will be for Gunnison operations only)
- Balance Sheet for most recently completed fiscal year
- Current fiscal year operating budget as approved by the Board
- Financial Policies document
- Certificate of Good Standing from the Colorado Secretary of State
- Certificate of Registration from the Colorado Secretary of State or a statement explaining that the organization is not required to register
- Two additional uploads of your choice

GOVERNMENT AGENCIES & FAITH-BASED GROUPS

- Complete project budget
- Two additional uploads of your choice
- Letter of support from one of the following, as appropriate:
 - County Department's head describing how the project benefits the residents of Gunnison County
 - Superintendent or Principal of the appropriate school in the Gunnison-Watershed School District describing why the project matters to the District or School
 - Western's Director of Sponsored Programs describing why this project was selected for submission
 - Congregation's leader or Board President/Chair describing how the project is open to all and benefits the entire community

COLLABORATIONS

- Complete project budget
- Certificate of Good Standing from the Colorado Secretary of State for EACH nonprofit partner
- Certificate of Registration from the Colorado Secretary of State for EACH nonprofit partner or a statement explaining that the organization is not required to register
- Two additional uploads of your choice



DEADLINE & AWARD NOTIFICATION



➤ *The online application deadline is
11:59 pm on May 15th*

➤ *You will learn whether you are funded
around July 1st*

➤ **Don't forget: if you received a grant in 2024, your report is due April 30th!**





REVIEW PROCESS

Step 1 - Internal Review

Staff will first review your application to ensure that it is eligible before it is sent to the Grant Review Committee; staff will also determine score docking.

Below is a list of what causes applications to be docked points, which results in a lower score and is factored into decisions that are made by the Review Committee:

- One point each for an upload that is required but incomplete, such as a budget-to-actual that only includes expenses (or revenue) or doesn't include both budget AND actuals, a balance sheet that shows only assets (but not liabilities), etc.
- One point each for an incorrect or out-of-date (i.e. not current on May 15) Certificate of Good Standing and/or Certificate of Registration
- One point if the applicant submitted a late report for a previous grant
- One point for new applicants, faith-based applicants, and collaboration applicants that fail to consult with staff prior to writing the application

NEW THIS YEAR!

Staff will utilize the financial reports that were uploaded to produce a "Financial Scorecard" to assist reviewers in assessing the overall financial health of the applicant or viability of the project.



REVIEW PROCESS (CONT'D)



Step 2 - Committee Review

The Community Grants Review Committee will independently review applications online and give them initial scores. Then, the Committee will meet on June 23rd to discuss and finalize scores.

Here are the scoring criteria they will use:

- Clarity about the population served, why their work is significant, and how it addresses a critical need: 10 points
- Clarity about the applicant's activities: 10 points
 - Viability in the coming year: 10 points
- Commitment to enabling everyone in the community to thrive: 5 points

Average scores are aggregated and docked points are subtracted. Applications are then ranked by total final score. The Committee determines if there is a "cutoff" score under which applications will not receive funding. They then allocate funding based on rank, often by funding a certain percentage of the requested amount.



AWARDING THE TOWN OF MT. CRESTED BUTTE FUNDS

Using the recommendations made by the Community Grants Review Committee, funding for the Town of Mt. Crested Butte's Community Grant applications will be allocated accordingly.

Note: Applications that are not recommended for funding by the Community Grants Review Committee will not be eligible for Town of Mt. Crested Butte Community Grant funding.

WHO TO CONTACT FOR SUPPORT

Contact **Alicia Corliss** at
alicia@cfgv.org

or

970-641-8837

We strongly urge you to familiarize yourself with the application and required materials at least one week before the deadline.

CFGV cannot guarantee that we can provide support if you wait until the last minute!





Questions?

Thank you for attending!