



Princeton Area Community Foundation
FUND for **WOMEN** and **GIRLS**

Grant Guidelines
Updated 03-20-24

OUR VISION

A community where women and children reach their full potential.

OUR MISSION

To improve the lives of economically vulnerable women and children in greater Mercer County through community investment, education, and collaboration.

OVERVIEW

The Fund for Women and Girls (FWG) is a field-of-interest fund of the Princeton Area Community Foundation. FWG's Grants Committee, which is comprised of voting members, oversees the entire grantmaking process and is supported administratively by the Community Foundation staff. Grants Committee members review applications, conduct all site visits, and select the finalist organizations and programs, from which the voting members choose where FWG will invest each year. FWG's grantmaking is financed by our members/donors, who pool their individual financial contributions, engaging in collecting philanthropy to make a meaningful impact on the lives of economically vulnerable women and children in our community.

DIVERSITY, EQUITY AND INCLUSION

The Fund for Women and Girls supports the Community Foundation's commitment to improve the quality of life of the most vulnerable in our regional footprint and collaborate with community organizations that embrace diversity as a value and practice. Achieving diversity requires an enduring commitment to inclusion, fully expressed in the organizational culture, values, norms and behaviors. We will support a commitment to diversity in all its forms, encompassing but not limited to age, race, gender identity, religion, marital status, sexual orientation, national origin, and disability.

WHAT WE FUND

One-year grants: Up to \$25,000

Projects / programs and operating expenses that support women and children in the following categories:

- Early childhood education
- Childcare
- Women and children's physical and mental health including prenatal care
- Leadership and mentoring
- Educational/enrichment programs for middle and high school girls (children)
- Workforce development for women
- Domestic violence and prevention
- Parenting and family support services

FWG will consider investing in capital projects that support these endeavors (e.g., purchase of equipment or new construction, expansion or renovation of a facility). At the discretion of the Grants Committee, an organization may be considered for a multi-year grant for up to three years.

ELIGIBILITY CRITERIA

An applicant must have tax-exempt status under Section 501(c)3 of the Internal Revenue Service Code, be a publicly supported charity under Section 509, and be registered with the NJ Division of Consumer Affairs as a charity in good standing.

For more information, please visit: <https://www.njconsumeraffairs.gov/charities/Pages/FAQ.aspx>

To check your status, you may visit: <https://njconsumeraffairs.state.nj.us/public-charity-search-results>

Applications will be accepted from organizations that operate and provide services within the geographic region covered by the Princeton Area Community Foundation, defined as follows:

- Mercer County
- Eastern Bucks County, PA, including New Hope, Morrisville, Washington Crossing and Yardley
- Northern Burlington County, including Bordentown and Bordentown Township
- Southern Hunterdon County, including Lambertville, West Amwell, adjacent parts of East Amwell
- Southern Middlesex County, including Plainsboro and Cranbury
- Southern Somerset County, including Montgomery, Rocky Hill, and adjacent sections of Franklin Twp.

View a map of our region by [clicking here](#).

Nonprofit organizations may apply for a grant from the Fund for Women and Girls regardless of whether they have applied for funding from the Community Foundation's other grantmaking programs.

WHAT WE DO NOT FUND

- Services outside the above stated geographic region
- Statewide organizations unless:
 - The organization maintains a physical office presence within the PACF geography; and
 - All FWG funds will only be used within the PACF geography; and
 - It is abundantly clear the proposed initiative can be restricted to the PACF geography.
- Endowment-building campaigns
- Fundraising appeals, events, and routine expenses associated with fundraising
- Field trips, unless part of a larger educational effort
- Sports teams, unless part of a larger educational effort
- Sponsorship of conventions
- Lobbying and other political activities
- Fraternal and religious activities
- Tax-supported and government-operated basic programs and services (e.g., core curricular school activities or essential police and fire services)
- An organization that currently has an active FWG grant

APPLICATION REQUIREMENTS

Your electronic application must include the following:

1. Requested Amount
2. Municipalities where the project will take place
3. Focus Area of the project
4. Project's Operating Budget
5. Project Description
6. Target Population
7. Dates for the project
8. Rationale about the need/impact in the community and collaborators
9. Measures of success
10. Project Budget
11. Organizations Operating Budget
12. Most recent IRS Form 990
13. Audited Financial Statements
14. Strategic Plan
15. Annual Report (optional)
16. Board List
17. Fiscal Sponsor Agreement (if applicable)

You must file your application online by 12:00pm on the deadline date, May 17, 2024. Applications received after the deadline will not be reviewed. You will receive an automated email confirmation that your proposal has been received. All required documents should be uploaded into your online application. **Your application is considered incomplete and will not be reviewed if any of the required information is not received by the 12:00pm deadline.** It is very important for you to check your application thoroughly.

SELECTION CRITERIA

- The project fits within the Fund for Women and Girls' grant guidelines.
- The grants rationale and implementation plan/methods are grounded in research and best practices.
- The grant has a meaningful impact on intended beneficiaries as demonstrated by measurable outcomes.
- The grant is grounded in the expressed needs of its intended participants.
- The organization leverages partnerships for efficiencies and greater reach.
- The organization shares its knowledge and experience with the broader community and aspires to be a leader in its field.
- The organization is building capacity to sustain the project/program beyond the grant.
- The grant contributes to the mission, growth, and future success of the organization.
- The organization's Board demonstrates its commitment via financial support **and** time, talent, or in-kind support.

Grant Information Session(s): There will be a virtual Grant Information Session on **Wednesday, April 17th at 10:00 AM.** Applicants are encouraged to attend and ask questions. This session highlights key aspects of the

grant guidelines and application process. Attendance is not a prerequisite to apply for a grant; however, to attend the information session, registration is required and only granted to organizations eligible to apply. To register, please visit the [Fund For Women and Girls at PACF](#).

Site Visits: Follow-up questions and site visits from the Grants Committee and Community Foundation staff are a routine part of the application process. Questions will be provided in writing in advance of the site visit, which may be conducted by Zoom and should include leadership staff and board.

Award Decisions: Grant awards are funded by the Fund for Women and Girls at the Princeton Area Community Foundation. They are distinct from discretionary grants awarded by the Community Foundation. FWG grant awards are recommended by the Fund's Grants Committee for approval to the Board of the Community Foundation. Grantees are notified of the Fund's decisions via email by Community Foundation staff. Grantees are encouraged to publicize their awards through press releases, newsletters, websites, and annual reports, and to acknowledge support of the ***Fund for Women and Girls at the Princeton Area Community Foundation***.

Use of Grant Money: Grant money must be used exclusively for the purposes and activities specified in the grant application. Grantees may be required to return grant funds not used in the manner described in their grant proposal. Grantees should notify the Community Foundation as soon as possible if their needs or circumstances change.

Reporting Requirements: Grantees are required to submit a brief end-of-grant narrative including financial reports and all project evaluation data, lessons learned, changes that will be made in future endeavors that are similar, and any unintended consequences. Failure to complete and submit reports will result in your ineligibility to apply for future funding. Grantees may be asked to present a status report in person during and/or after the completion of the grant year and may be asked to present at the November award dinner.

Multi-Year Grants: Multi-year grant awards will include periodic discussions with the Grants Committee for updates about ongoing work and challenges and to advance the accomplishment and success of the project. These discussions may be by Zoom. Grantees are required to submit brief written reports in advance of continued funding that include summarized highlights of the work to date. Subsequent funding will depend on appropriate progress.

Non-Discrimination: The Community Foundation supports projects that promote inclusiveness and that do not discriminate based on race, gender, religion, marital status, sexual orientation, gender identity, age, national origin, disability, or any other characteristics protected by law.

Key Dates

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| • Friday, March 29 | 2024 FWG Grant Application Opens |
| • Wednesday, April 17 | Virtual Grant Info Session (10:00am – 11:00am) |
| • Monday, May 17 | Request due at 12:00pm |
| • Friday, July 19 | Decline notices to any non-semifinalists |
| • September 5 - 11 | Site Visits |
| • Friday, September 27 | Decline notice sent to any non-finalists |
| • Friday, October 18 | Award and decline notices |
| • Thursday, October 24 | Grantmaking Celebration Dinner |