



PRINCETON AREA COMMUNITY FOUNDATION
THE BUNBURY FUND

COVID-19 Relief and Recovery Fund Phase II: Funding for Organizational Capacity Building

Overview

The Bunbury Fund was pleased to be part of the Phase I Community Foundation Relief and Recovery Fund collaborative that granted over \$1,000,000 to more than 50 regional nonprofit organizations. Those organizations were dealing with frontline response to the rapid onslaught of a crisis far beyond what we experienced during the aftermath of the 2008 economic downturn and Superstorm Sandy. The response to COVID needed to be quick and decisive and Bunbury was pleased to be part of this important work. In addition to our participation with the Relief Fund, the Bunbury Advisors also made quick decisions in early March to release any restrictions to our 2020 grantees and advanced multi-year grant payments.

As we now turn toward a recovery phase, Bunbury will return its focus to capacity building, but with a finer lens on work aligned with *nonprofit recovery*. These projects, outlined below, are more immediate, addressing new challenges to how nonprofits operate facing decreased revenues, reduced staffing, the need for more collaboration, and new demands on leadership.

Our fall deadline has been replaced with a rolling monthly review that will begin in August. The review timing mirrors the Community Foundation's initiative to be nimble in application review and to get the money working in the community as quickly as possible. Phase II grantmaking will continue to place high value on an organization's viability, leadership, and strategic alignment with partner nonprofits with the desire to help move nonprofits solidly into a phase of both recovery and rebuilding. *No multi-year awards will be made for the duration of 2020.*

Definition of Capacity Building

"... whatever is needed to bring a nonprofit to the next level of operational, programmatic, financial, or organizational maturity, so it may more effectively and efficiently advance its mission into the future."

...Adopted from the National Council of Nonprofits

What we Fund	What we do not Fund
<ul style="list-style-type: none"> ● <u>Financial and scenario planning</u> for the next 12 to 24 months to aid restructuring business models and improving financial and operating stability, including safe <i>staying open</i> practices. ● <u>Planning and execution of partnerships, collaborations, and/or mergers</u> to increase effectiveness, eliminate duplication, and improve sustainable operations. ● <u>Strengthening governance</u> including embracing practices that promote a culture of equity and inclusion ● Succession planning for board and executive leadership. ● <u>Guiding necessary cessation of operations</u> and the gentle dissolution of an organization. 	<ul style="list-style-type: none"> ● Organizations located outside the Community Foundation’s geographic service region ● Operating support ● Existing salary and benefit cost ● Capital and endowment campaigns ● Lobbying and other political activities ● Fraternal and religious activities ● Virtual programming with no outcome measurement or strategy for reaching the targeted audience ● Revenue replacement from canceled fundraisers or endowment loss ● Higher education and private schools ● Medicare/Medicaid reimbursable services ● Educational support programs without school district endorsement

Funding Priorities

As part of its recovery response, the Bunbury Fund will continue to support *any eligible applicant* as defined below. No Planning Grants or Multi-year Grants will be made for the duration of 2020. All awards will be one-time grants with a maximum request of \$100,000.

Eligibility Requirements

These remain consistent with Bunbury’s prior application guidelines and include the following:

1. An applicant must have a tax-exempt status under section 501 (c) (3) of the Internal Revenue Service Code and be a publicly supported charity under Section 509, and be registered as a public charity with the State of New Jersey.
2. An applicant must be located within the Community Foundation’s service region. Organization’s located outside this footprint will not be considered.

Specifics on Application and Review

A completed application must be submitted including project budget (not organizational budget). If a consultant is being used, the consultant name, scope of work, and

estimated fee must be included. Applications must be submitted via the online grants portal. Grants will be reviewed regularly, and a response will be provided within four weeks of submission. In some cases, the Fund Advisors might have specific questions regarding the application and will be in direct contact to discuss.

Selection Criteria

1. Fit with the Bunbury Fund guidelines and the Community Foundation's footprint
2. Overall quality *and clarity* of the application
3. Thoughtful, researched articulation of need and desired outcome
4. Alignment with collaborative partners
5. Evidence of board and staff investment in outcome
6. Measurable goals and realistic budget

Award Decisions

Grant awards are recommended by the advisors and approved by the Board of the Community Foundation. Grantees are notified of the Fund's decisions via electronic mail 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 Bunbury Fund 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 must notify the Community Foundation as soon as possible if any material aspect of their funded proposal has changed.

Reporting Requirements:

Grantees are required to submit a brief end-of-grant narrative, including financial reports, 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 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.

Non-Discrimination:

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

Where to Apply:

<https://www.grantinterface.com/Home/Logon?urlkey=princetongrants>

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