

Request for Proposals (RFP)

CHANGE Grants



Online Application Deadline: Friday, April 9, 2021, 4:00 p.m. HST

BACKGROUND

Established by the Hawai'i Community Foundation (HCF), the CHANGE Framework identifies six essential sectors, or areas, that affect the overall well-being of these islands and people. Sustainable data points tell the story of what is happening within each area.

This curated set of statewide data helps us to understand the interconnected nature of the sectors and how they affect one another. Doing so allows us to examine the root causes and create effective solutions to solve Hawai'i's greatest challenges.



HCF recognizes that many organizations are already doing pivotal work in our community; CHANGE builds on that existing momentum. This first year of the CHANGE Grants program aims to be one of learning, with a ground-up, collaborative process. HCF is eager to learn about current programs and projects that contribute to the Framework and where there may be opportunities to fill gaps in support.

More information on the CHANGE Framework, including the data set can be found at <https://www.hawaiicommunityfoundation.org/change>.

OVERVIEW

The CHANGE Grants program provides funding for nonprofit organizations who are currently working to move the needle on the CHANGE Framework sub-sector and indicators. This program will award a total of ~\$7M in 2021 and is supported by multiple funds at HCF including the [Hawai'i Resilience Fund](#). The CHANGE Grants program replaces HCF's previous FLEX Grants program.

PROGRAM FOCUS

HCF will consider applications from nonprofits currently working in the following sectors and sub-sectors:

CHANGE Sector	Sub-sectors
Community & Economy	Diverse and Healthy Economy
	Wealth, Income, and Asset Building
	Housing Affordability and Cost of Living
	Safe and Sustainable Communities
Health & Wellness	Affordable and Effective Healthcare Delivery Systems
	Improvement in Social Determinants of Health
	Access to Quality Mental and Behavioral Healthcare
Arts & Culture	Access to Arts Education for Youth
	Nurturing and Cultivating Hawai'i's Diverse Cultures
	Access to Spaces and Opportunities to Practice and Participate in Arts and Cultures

Natural Environment	Strengthened Climate Resilience
	Sustainable Agriculture, Fisheries, and Food Systems
	Natural Resource Protection and Revitalization
Government & Civics	Citizen Engagement and Participation
	Effective and Accountable Government
	Strong Corporate Citizenship
Education	Access to Quality Early Childhood Education
	Success in School and High School Completion
	Post-Secondary Success and Career Readiness

HCF has identified key indicators for each sub-sectors listed above. To view the indicators, please visit <https://www.hawaiicommunityfoundation.org/change>.

The strongest applicants will be those that meet all or most of the following criteria:

- Organization’s program(s) align with one or more of the sub-sectors.
- Organization gathers data that tracks impact and progress in one or more of the sub-sectors and/or indicators.
- HCF is committed to advancing equity in Hawai‘i. HCF will support organizations that are focused on addressing the greatest disparities in our community.
- Organization collaborates to better fulfill their mission or leads/participates in a network with partners to foster systems change.
- Organization addresses community needs in response to the COVID-19 pandemic and is working toward recovery, stabilization, and resilience for our community.

ELIGIBILITY & REQUIREMENTS

- **Eligibility:** Applicant must be a nonprofit organization with 501(c)(3) tax-exempt status and must provide services in Hawai‘i. Organizations with any past due HCF final reports are not eligible to apply. A nonprofit may submit only one application for its organization.
- **Grant Term:** Grants will be awarded for a one-year period.
- **Funding:** Generally, grants will be \$50,000 per organization. Applicants will be notified of funding decisions in July 2021.
 - CHANGE Grants may not be used for: re-granting (i.e., redistribution of these funds to other organizations or individuals); endowments; for the benefit of specific individuals; major capital improvements including capital campaigns, construction or renovations (minor capital improvements required to implement programs are allowable); or activities that promote religious beliefs.
- **Reporting:** Grantees will be required to submit a final report to HCF.
- **Requirement:** Grantees may be asked to participate in an evaluation of the program by sharing program data for the sub-sectors with an external program evaluator to be hired by HCF.
- **Technical Assistance & Other Support:** Grantees may receive technical assistance, training, and other support as a grantee of the CHANGE Grants program.

APPLICATION PROCESS

HCF supports Trust-Based Philanthropy to strengthen the relationships with our nonprofit partners and create a more transparent, non-labor intensive application process. To apply to the CHANGE Grants program, applicants need to complete a short online application. Each eligible applicant will be asked to attend a virtual meeting (45-60 minutes) with HCF staff to share about the organization and its current work within the CHANGE sub-sector(s). The virtual meetings will be held in May to mid-June 2021. HCF may ask applicants for additional information not submitted through the online application.

Online Application

Applications must be submitted online through HCF's Nonprofit Gateway at <https://nexus.hawaiicommunityfoundation.org/nonprofit>. Applicants must establish an online account with HCF to access the online application. *The registration process may take up to two days so please register early.*

Instructions

- Only complete and timely applications will be accepted.
- The online application has fillable boxes with character limits. The character counts in MS Word may not match the character counts in the application. If you cut and paste your work into the application, please be sure your text fits the space provided.
- We recognize the significance of diacritical markings in written 'Ōlelo Hawai'i (Hawaiian language) as pronunciation guides; however, the online application system is unable to accept diacritical markings. Please do not include these in your narrative as it may cause errors in how the online system processes your proposal.

APPLICATION QUESTIONS

1. **Organization Mission & Purpose** (2,000 character count max = ½ page) – Describe the mission, vision, and purpose of your organization. Describe the community you serve and how your program focuses on addressing inequities in the community (if applicable). Describe the needs or opportunities you are working to address or provide.
2. **CHANGE Sub-sector** (4,000 character count max = 1 page) – Describe your organization's current program and activities that align with the selected sub-sector(s) and indicators (if available) in the CHANGE Framework.
 - a. Share how and why your organization conducts this work for the community you serve and the impact (long-term outcomes or positive changes to behaviors, attitudes, circumstances or conditions, knowledge, or skills) you hope to achieve.
 - b. Explain how your organization collects data to measure impact. Provide recent outputs and results achieved within the sub-sector(s).
 - c. Describe how your organization collaborates with other organizations or leads/participates in a network.
3. **Response to COVID-19** (2,000 character count max = ½ page) – Describe how your organization is working toward recovery and stabilization and/or focusing on rebuilding resilience in our community.
4. **Financial Information** (1,000 character count max = ¼ page) – Describe your organization's financial model and how it supports your nonprofit's programs, services, and infrastructure. Share any financial challenges your organization is experiencing or may face within the next year and any plans to address these financial challenges.

RESOURCES

Please visit the CHANGE Grants program webpage at <https://www.hawaiicommunityfoundation.org/strengthening/change-grants> for resources including a Glossary and Frequently Asked Questions.

CONTACT INFORMATION

If you have questions about the CHANGE Grants program, please contact change grants@hcf-hawaii.org. You may also call Larissa Kick at 808-566-5565 or Elise von Dohlen at 808-566-5585.

For technical assistance with the online application process, please contact our Help Desk at <http://hawaiicommunityfoundation.org/ticket>.