

Victoria S. and Bradley L. Geist Foundation: Supporting Transitioning Foster Youth Funding Opportunity

Online Application Deadline:

- Monday, January 15, 2024, 4:00 p.m. HST;
- Wednesday, May 15, 2024, 4:00 p.m. HST;
- Monday, September 16, 2024, 4:00 p.m. HST

OVERVIEW

The Foundation supports the Hawaii Youth Opportunities Initiative, a Co-Investment site with the Jim Casey Youth Opportunities Initiative. Therefore, the Foundation offers this funding opportunity to provide support to Hawaii's transitioning foster youth through projects that are aligned with the Jim Casey Youth Opportunities Initiative and the Hawaii Youth Opportunities Initiative. Grant seekers are encouraged to visit the Jim Casey website for more information at www.jimcaseyyouth.org. If your project aligns with the funding priorities, please contact Kehau Meyer at (808) 566-5537 or 888-731-3863 (toll free) or kmeyer@hcf-hawaii.org to discuss your project and for access to the online application.

Funding Priorities:

Preference will be given to proposals that align with the Jim Casey Youth Opportunities Initiative. Successful projects and programs will demonstrate youth engagement in development and be designed to result in improved youth outcomes in one or more of the following areas:

- **Permanence** – Every young person has an adult to rely on for a lifetime and a supportive family network.
- **Education** – Young people acquire education and training that enable them to obtain and retain steady employment.
- **Employment** – Young people support themselves by obtaining and retaining steady employment.
- **Housing** – Young people have safe, stable and affordable housing and have access to transportation for work and school.
- **Physical and Mental Health** – Young people have health insurance and access to services for both physical and mental health.
- **Social Capital** – Young people have supportive relationships in the community that help them achieve their personal goals.
- **Financial Capability** – Young people manage their budgets and achieve their financial goals.

ELIGIBILITY & REQUIREMENTS

- Tax-exempt Hawaii organizations are eligible to apply. This includes nonprofit organizations, 501(c)(3) organizations, religious organizations that are exempt from taxation, and units of government.
- Programs must preferentially and primarily (more than 50%) serve current or former foster youth, age 14-24, who were in state child welfare or mental health systems after their 14th birthday, even if they were adopted or legally reunited with their birth families prior to the age of majority.

Grant Range, Duration, and Exclusions:

- Grants usually range from \$10,000 to \$75,000 per year.
- Requests are considered in relationship to the size of the organization's operating budget.
- Unless the organization's clientele is solely legally recognized as current or former foster youth up to the age 24, administrative fees are capped at 5% per grant award. The Foundation reserves the right to determine those costs that are administrative and subject to the limited percentage.
- Requests for up to three years will be considered. If funded, subsequent years will be contingent on the submission of satisfactory progress reports.
- Capital requests and endowments will not be funded.

Proposal Review Criteria:

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

Integrity of the Proposed Program

- Program is aligned with one or more of the youth outcomes identified by the Jim Casey Youth Opportunities Initiative.
- Program is well-defined and likely to be successfully implemented.
- Organization demonstrates the ability to deliver the program.
- Program budget is adequate and program costs are reasonable and consistent with the narrative.
- Program design includes youth input and will engage the target population.

Potential for Impact of the Program

- Program clearly identifies intended outcome and the means to measure progress.
- Program evaluation is clearly incorporated into program design,
- Program demonstrates the ability to leverage other resources (such as funds, in-kind or community partnerships).

APPLICATION PROCESS

Online Application

This application is available for online submission. Beginning January 2022, the Hawaii Community Foundation transitioned to a new Grants Portal. New users may register for an account here https://hawaiicf.smartsimple.com/s_Login.jsp. Registered users may log in to their account to submit an application. Please give yourself adequate time before the submission deadline to access the system and familiarize yourself with the application process and requirements.

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.

ORGANIZATION PROFILE

As part of the online application your organization profile must be certified prior to submission of grant applications and must be certified annually. Information needed to complete your organization's profile includes, but is not limited to, the following:

- IRS 501(c)(3) determination letter (not required if previously applied to the Foundation or if applying through a fiscal sponsor)
- Number of full-time, part-time, or regular volunteer staff
- Organization Mission
- Service Location(s)
- Types of services provided – including age, gender, and target populations served
- Financials – including, income statement (or profit/loss statement) and balance sheet for the most recently completed fiscal year, and annual operating budget for the current year
- Board of Directors List

APPLICATION

The application consists of 4 tabs. Information needed to complete your application includes, but is not limited to the following:

- **Program Overview:**
 - Provide general information and characteristics about the program including program title, duration, area of interest, program location(s), ages and genders served, and the CHANGE sector(s) your program most closely aligns with.
 - For more information about the CHANGE framework, please visit our website <https://www.hawaiicommunityfoundation.org/change>.
 - If you have a fiscal sponsor, you will be asked to identify your fiscal sponsor. Please note, your fiscal sponsor must first be registered in the Grants Portal prior to submitting your application.
- **Program Information:**
 - **Organization Description:** Describe the organization or program. What is the organization's mission and history, geographic reach, and volunteer and/or paid

staff size? What is the organization's experience implementing this program and staff capabilities to conduct the proposed work? Briefly describe the organization's place in the child welfare or mental health field and in this community. *(Maximum 2,500 characters = ¾ page)*

- **Executive Summary:** Provide a brief but concise summary of the applicant's proposed program. This executive summary may be used for different purposes, including external communications, to describe the program should a grant be awarded. *(Maximum 2,500 characters = ¾ page)*
- **Problem or Opportunity:** Describe the need or opportunity you are trying to address and why this is critical. *(Maximum 3,000 characters = ¾ page)*
- **Program Activities:** Describe the activities that will be completed to address the need/opportunity. What key activities will occur? Provide a program timeline. Why is this program design expected to be effective? Describe any research and best practices that influenced this program design and any modifications that have been made. *(Maximum 3,500 characters = 1 page)*
 - If this is a multi-year request, please describe your expectations for how the program will develop, including specific activities for each year. What is the outcome area(s) your program is intended to address: permanence, education, employment, housing, physical and mental health, or social capital? Within the identified outcome area(s), what specific outcomes or results are you trying to achieve?
- **Expected Results:** Describe how you will evaluate the outcomes of the program. Clearly articulate the impact and outputs expected from this project by using the attached Project Tracking Matrix to submit proposed results for this program year. *(Maximum 3,500 characters = 1 page)*
 - What are the indicators of progress towards the specific outcome identified in Question 3?
 - What targets and measures will you use to demonstrate progress? (Include estimated numbers.)
 - How will you track participation and changed outcomes?
 - How will you obtain feedback, make improvements, and determine effectiveness?
- **Community Partnerships:** Describe the community partnerships required to implement this program or project. *(Maximum 3,000 character count single spaced)*
 - What other organizations do you intend to partner with to achieve impact?
 - If you've worked together prior to this application, please describe those partnerships.
 - What discussions or commitments have you had with these organizations?
 - What level of commitment have these partners made? What roles will each organization perform in this project?

- **Budget:** Provide your total program budget, amount requested through this application, and upload a copy of your program's budget, showing income and expenses, indicating sources of income that are pending and secured. Explain the project budget, include adjustments to be made if not all anticipated funding is received. For what duration of time will funding be requested from the Foundation? For multi-year requests, provide a cumulative budget and budgets for each year.
- **Support Documents & Certification:** Upload any additional required documents as listed in the application guidelines.
 - **Project Tracking Matrix:** Clearly articulate the impact and outputs expected from this project by using the Project Tracking Matrix to submit proposed results for the program year. Organizations selected for awards will use the same document to track actual results and related measurement methods. See online application to download a template.

FISCAL SPONSORS

- Resolution by fiscal sponsor's board of directors authorizing fiscal sponsorship
- Fiscal sponsor's agreement form
Both forms can be found at: <http://www.hawaiicommunityfoundation.org/grants/fiscal-sponsor-materials>
- Fiscal sponsor's IRS 501(c)(3) determination letter

DEADLINE

For applications to be considered they must be submitted online by clicking the "Submit" button on the final page of the application. Applications submitted by 4:00 p.m. (HST) on these dates will be considered at the next Board of Trustees meeting in the following months:

January 15, 2024 for the March meeting

May 15, 2024 for the July meeting

September 16, 2024 for the November meeting

CONTACT INFORMATION

If you have questions about this funding opportunity, please contact Kehau Meyer via e-mail at kmeyer@hcf-hawaii.org or call (808) 566-5537 or toll-free from neighbor islands (888) 731-3863.

The Foundation does not accept incomplete applications or applications from organizations with overdue reports.

For technical assistance with the online application process, please submit a support ticket at <http://hawaiicommunityfoundation.org/ticket>.