Victoria S. and Bradley L. Geist Foundation:
Family Strengthening and Prevention Programs Funding Opportunity

Online Application Deadline:
- **Wednesday, January 15, 2025, 4:00 p.m. HST;**
- **Thursday, May 15, 2025, 4:00 p.m. HST;**
- **Monday, September 15, 2025, 4:00 p.m. HST**

OVERVIEW

The Foundation has a long history of funding programs and services that provide resources to youth and young adults in the foster care system. Through the Foundation's funding opportunities, it has supported young people transitioning out of care, has funded programs and services benefiting foster youth & their caregivers, has provided capacity building for foster care-focused service providers, and has offered an Enhancements program, providing value-add life enhancements to all children in care.

In 2023, the Foundation added a new funding opportunity aligned with the prevention strategies and risk factors identified by the Center for Disease Control and the Family First Prevention Services Act. The Foundation understands that stable and thriving families mean safer children. Through this program, the Foundation funds organizations leading initiatives and services that aim to prevent families and young people from entering the foster care system. These programs often operate with family strengthening strategies and prevention-focused initiatives that strategically address some of the key reasons Hawai'i children enter care.

Funding Priorities:
Programs must meet two or more of the listed priorities:
- Align program activities and outcomes to child abuse and neglect protective factors: individual, family, and community-based protective factors; ([Child Abuse and Neglect Prevention](#))
- Mitigate or directly address risk factors for child abuse and neglect including individual, family, and community-based risk factors; ([Child Abuse and Neglect Prevention](#))
- Support families experiencing homelessness or housing instability, with a focus on families with children ages 0-5 years old;
- Provide supportive and focused services for youth in foster care who are expecting a child or are already a parent;
- Have established programming focused on providing family strengthening services to vulnerable, high-risk families in Hawai'i;
- Provide resource navigation or advocacy services to families in Hawai'i at risk of entering the foster care system.

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.
- At least 50 percent of the individuals or families served by the program must have children ages 0-5.
- Programs must be in Hawai'i and provide services to residents of Hawai'i.
- Organizations must have experience administering grant funding and can provide data to show their experience with family-focused programming.
- Programs must demonstrate cooperation or collaboration with other service providers or agencies working with the target population.

Grant Range, Duration, and Exclusions:
- Grants usually range from $10,000 to $50,000 per year.
- Requests are considered in relationship to the size of the organization's operating budget.
- Administrative fees will be capped at 15%.
- Requests for up to two years will be considered. If funded, the subsequent year 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 well-defined and likely to be implemented successfully.
- Organization demonstrates the ability to deliver the program using past performance data (outcomes/outputs).
- Program budget is adequate and program costs are reasonable and consistent with the narrative.

Potential for Impact of the Program
- Program has the means to measure benefits to the participants or the community.
- Program evaluation and ongoing improvement are 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 through the Hawai'i Community Foundation's 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. Please reference our Applicant User Guide for further instructions https://www.hawaiicommunityfoundation.org/file/2024/Applicant-User-Guide-8.8.24.pdf.

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**:
  o 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.
  o For more information about the CHANGE framework, please visit our website https://www.hawaiicommunityfoundation.org/change.

- **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 role and responsibilities 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. Who will benefit? Include estimated numbers. *(Maximum 3,000 characters = ¾ page)*
  - **Program Activities:** Describe the activities that will be completed to address the need/opportunity. Explain why you chose this approach. Provide a program timeline. Why is this program design expected to be effective? Describe how this program is aligned with the funding priorities. *(Maximum 3,500 characters = 1 page)*
  - **Expected Results:** Describe the anticipated benefits to families and their children. How many unduplicated people will participate and for how long? How does the organization currently track participation and changes or results? How will you obtain feedback, make improvements, and determine effectiveness? *(Maximum 3,500 characters = 1 page)*
  - **Funding Plan**: Explain the program budget, including adjustments to be made if not all anticipated funding is received. Describe the plan, if any, to continue funding the program after the grant period ends. *(Maximum 3,500 characters = 1 page)*
  - **Multi-Year Request:** If this is a multi-year request and you expect the activities to be different in year 1 and year 2, describe your expectations for how the program will develop. If a consultant is used, submit the work plan and deliverables. Additional information may be requested. *(Maximum 3,500 characters = 1 page)*

- **Support Documents & Certification**: Upload any additional required documents as listed in the application guidelines. If you are using a fiscal sponsor, please be sure that they certify your application prior to submission.
  - **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 the online application to download a template.

FISCAL SPONSORS
- Fiscal sponsors must have an account in the portal. Their profile must include their IRS 501(c)(3) determination letter and up-to-date financial documents.
- Required Documentation to be uploaded to the application:
  - 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
- Starting July 28, 2025, fiscal sponsors will be required to certify the application before it can be submitted by the applicant. To do so, the applicant must invite the fiscal sponsor to collaborate on the draft application. Please reference this video and our External User Guide on how to invite collaborators. The fiscal sponsor as a collaborator can then check the Fiscal Sponsor certification box under Supporting Documents & Certification.

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, 2025, for the March meeting
May 15, 2025, for the July meeting
September 15, 2025, for the November meeting

CONTACT INFORMATION
If you have questions about this funding opportunity, please contact Jarissa Lum via e-mail at jlum@hcf-hawaii.org or call (808) 566-5522.

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.