

North Texas Community Foundation works with a network of generous individuals, families, businesses and private foundations to support nonprofits meeting the most pressing needs in our region.

A nonprofit's ability to meet those pressing needs depends on effective leadership, stable resources, and smart planning. The past two years have brought significant challenges to the capacity of nonprofits and shown a spotlight on the critical role they play in communities.

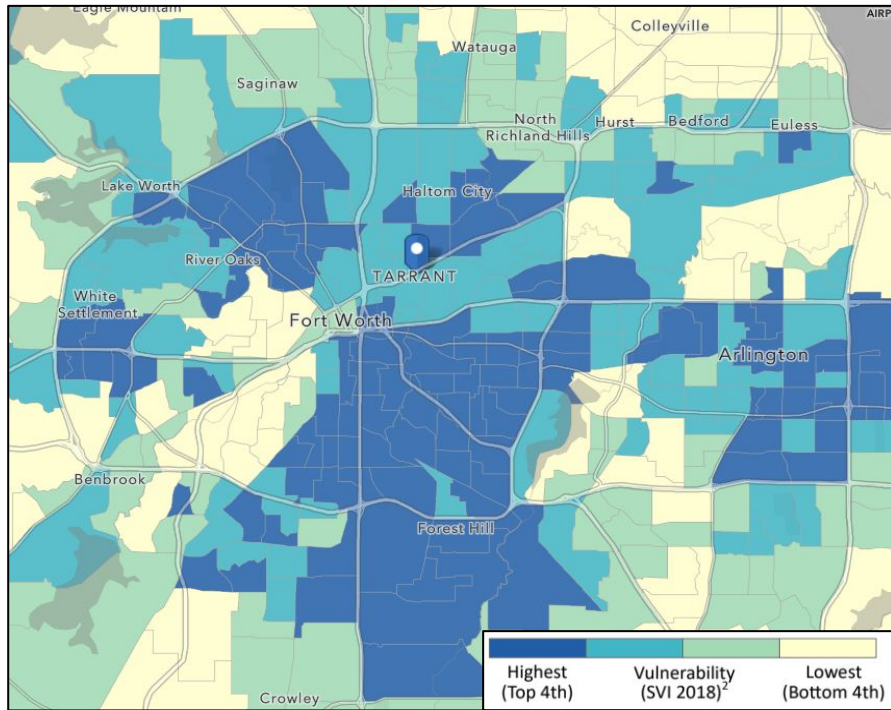
ToolBox grants will provide Tarrant County-based nonprofits with capacity building support to address board governance, fundraising, or strategic planning in order to improve their strength and stability for the long run. These capacity building grants are intended to be one-time, transformative gifts that make a significant difference in the way the organization works. ToolBox grants do not fund programs or general operations.

ToolBox is made possible through the generous support of our fundholders, endowed funds, and private foundation partners.

Strategic Focus: Vulnerable Communities

Specific neighborhoods in our community are affected disproportionately by the compounding impacts of poverty, including lack of income, low-performing schools, poor health and transportation barriers. The Centers for Disease Control's Social Vulnerability Index (SVI) uses indicators such as these to determine community susceptibility to the impacts of disasters.

ToolBox grants aim to strengthen nonprofits so they can more effectively support, uplift, and strengthen residents of Tarrant County's most vulnerable communities, as reflected in the census tracks referenced below.



Source: [CDC SVI Interactive Map](#)

Communities included in the highlighted census tracts include, but are not limited to:

- Como
- Central and East Arlington
- Diamond Hill-Jarvis
- Everman
- Forest Hill
- Haltom City
- Historic Southside
- Las Vegas Trail
- Morningside
- Northside
- Rosemont
- Stop Six

Nonprofit Eligibility

- 501(c)(3) organizations located in Tarrant County
- Demonstrated impact serving residents experiencing poverty in priority communities
- Minimum annual operating budget of \$25,000
- Focus area on one or more of the following:
 - Education
 - Employment
 - Health (physical or mental)
 - Housing

Ineligible organizations:

- Organizations with no prior community support (through grants or donations)
- Religious organizations seeking funds to support evangelism
- Organizations that are not designated 501(c)(3) by the IRS

Eligible Funding Requests

- ✓ All requests must build the organization's capacity to serve people experiencing poverty in one or more of the areas identified on the map above.
- ✓ Projects should be completed by January 2023.
- ✓ Organizations may apply for funding in one of the following categories:

Board Development (up to \$7,500)

- Board assessment (structure, composition, performance, culture, etc.)
- Bylaw review
- ED/CEO assessment and support
- Effective board meeting training
- Governance or educational workshops

Fundraising (up to \$7,500)

- Board fundraising
- Coaching
- Development planning
- Fundraising assessment
- Grant writing consultation

Strategic Planning (up to \$10,000)

- Strategic plan development
- Strategic plan update

Up to 15% of a ToolBox grant may be applied toward staff time for project implementation.

See FAQ below for further information.

Successful strategic plan development and implementation typically requires the following:

- A board-level strategic planning committee supportive of the proposal;
- Board Chair endorsement to be included in the proposal;
- Productive relationship between Executive Director and board; and
- Sustained support from the community through donations/grants.

To ensure effective implementation, nonprofits requesting funding for strategic planning will incorporate a six-month review meeting with their consultant after the plan is completed. This should be noted in the bid from the consultant if invited to submit a proposal after the Letter of Intent stage.

Ineligible Requests

- Certificates that benefit a single staff member (e.g. Certified Fund Raising Executive training/fees)
 - Conferences
 - General operations
 - Programming
 - Software
 - Staffing
 - Outsourced grant writers (grant writing consultation should build your organization's capacity to apply for grants independently)
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How do I apply?

ToolBox has a two-step application process: Letter of Intent and Proposal.

Applicants submit a Letter of Intent via the Community Foundation's grants portal [here](#). Letters of intent will be screened and select organizations will be invited to submit a full proposal. A grants committee comprised of NTCF board members and local community members will review proposals and makes final funding decisions.

If you plan to work with a consultant or training organization, please attach an email confirming that your request is within their scope and budget.

If invited to submit a proposal after the Letter of Intent stage, you must attach a full bid from the consultant or training organization along with your proposal. You will also be given the option to submit a brief, two-minute video to help the committee better understand your request. All attachments must be submitted via the grants portal; emailed proposals with attachments will not be accepted.

Criteria for Selection

The Grants Committee will use the following criteria to assess proposals:

- Proposal identifies a clear, eligible capacity building project
- Organization demonstrates a record of accomplishment of making an impact in one or more of the target communities
- Organization makes a compelling case as to why funding their request will enhance their capacity to effectively serve residents experiencing poverty in one or more of the target communities
- Organization presents a clear representation of its fiscal health (e.g., balance sheet)
- Consultant email (LOI phase) or bid (proposal stage) is included and within scope
- Organization demonstrates a commitment to serving the community equitably

Timeline

January 18	Virtual nonprofit orientation (2:00 PM); Register here .
February 16	Deadline to submit Letter of Intent (5:00 PM)
February 24	NTCF invites finalists to submit proposals
March 16	Proposal deadline (5:00 PM)
April 11	Award notification
Mid-April	Checks mailed

Frequently Asked Questions

My organization is located outside of these communities; can we apply?

Organizations do not have to be located in the target communities but should have a demonstrated record of accomplishment serving residents from one or more of these areas. The capacity building project must be aimed at helping your organization better serve people experiencing poverty in priority communities.

My organization does charitable work, but we are not a 501(c)(3). Can we still apply?

No, organizations that do not have nonprofit status are not eligible to apply.

What if our project cost exceeds the maximum grant amount?

If your project would not be completely funded through ToolBox, you should note in your proposal where you plan to obtain the additional funds.

Can ToolBox funds be used to pay for staff time?

Each grantee may direct up to 15% of the award to staff time for project implementation. For example, an organization that applies for \$10,000 may allocate \$8,500 to the project and \$1,500 to the staff responsible for executing the project. (This should be noted in your project budget.)

If two or more organizations wish to collaborate on a joint application, how will the Community Foundation distribute the funding?

The Community Foundation encourages collaboration, especially for board development. Applicants who wish to collaborate should submit one application and designate one partner to receive funds.

Questions?

For questions concerning eligibility:

Garrett March
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817.877.0702

For questions regarding the grants portal:

Susan Van Meter
Community Impact Associate
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