

2025 Cycle I Grants

Community Foundation of Huntington County

Process Summary

Grant Requests

The Community Foundation will prioritize local, mission-aligned grants that:

- Address community challenges and opportunities
- Cultivate/maintain community collaboration
- Advance investment in our public spaces and under-resourced neighborhoods
- Maintain a thriving education system from birth through career
- Create a vibrant arts, culture and storytelling environment
- Strive to make Huntington County a more equitable community of choice for all
- Aid in the development of our current and future leaders

Other impact areas will also be considered.

Eligibility

Any charitable organization or government entity can apply for funding through our grantmaking process.

Organizations or causes who do not have an approved 501(c)(3) charitable status by the IRS will need a fiscal sponsor who is a 501(c)(3) as their grant administrator.

Evaluation

Letters of intent will be evaluated based on the following categories:

- Clear Project Description
- Alignment to Prioritized Impact Areas
- Scale/Value of Impact
- Organization Background
- Drafted SMART Goals and Action Steps

Submission Deadline

If your letter of intent is approved, you will be invited to the application stage. Please be advised that an invitation to submit an application does not imply a guarantee of funding.

Project Description

Please provide a name that describes your project.

Project Name*

Character Limit: 100

Please provide a detailed description of your project.

Project Description*

What is the challenge or opportunity you are trying to address?

Character Limit: 3000

Please choose a range below that best represents the grant amount you would request from the Community Foundation if approved for an application.

Grant Range*

Choices

\$0 to \$5,000

\$5,000 to \$10,000

\$10,000 to \$25,000

\$25,000 to \$50,000*

\$50,000 to \$100,000*

\$100,000 to \$250,000*

*Requests over \$25,000 would likely be awarded over two to five years depending on the size of the grant award and available annual grant funds.

Impact Areas

Please select one or more of the Community Foundation's prioritized impact areas that most aligns with your project:

Impact Areas*

Choices

Address community challenges and opportunities

Cultivate/maintain community collaboration

Advance investment in our public spaces and under-resourced neighborhoods

Maintain a thriving education system from birth through career

Create a vibrant arts, culture and storytelling environment

Strive to make Huntington County a more equitable community of choice for all

Aid in the development of our current and future leaders

Other

Please explain how your project meets one or more of these impact areas and the scale of impact it would have on Huntington County.

If other, please explain the scale of impact the project would have on Huntington County.

Impact Areas Narrative*

Character Limit: 3000

Organization Background

Please list your mission statement.

If you have a vision statement and/or values statement, please list those below your mission statement.

Mission (Vision/Value) Statement(s)*

Character Limit: 1000

How does your project fit within your statement(s) above?

Statement(s) Narrative*

Character Limit: 3000

SMART Goals & Action Steps

Please list a few drafted or finalized goals and action steps you have for this project.

Consider using the S.M.A.R.T. goals (acronym below) as a guide to describe how this project will be successful.

S - specific

M - measurable (quantitative and qualitative)

A - achievable

R - relevant

T - time-based

(A finalized version of this will be required in the application phase if you are asked to move forward.)

SMART Goals & Action Steps*

Character Limit: 3000

2025 Cycle I Grants

Community Foundation of Huntington County

Letter of Intent

Project Name*

Character Limit: 100

Project Description

What is the challenge or opportunity you are trying to address?

Character Limit: 3000

Impact Areas

Choices

- Address community challenges and opportunities
- Cultivate/maintain community collaboration
- Advance investment in our public spaces and under-resourced neighborhoods
- Maintain a thriving education system from birth through career
- Create a vibrant arts, culture and storytelling environment
- Strive to make Huntington County a more equitable community of choice for all
- Aid in the development of our current and future leaders
- Other

Impact Areas Narrative

Character Limit: 3000

Organization Background

Mission (Vision/Value) Statement(s)

Character Limit: 1000

Statement(s) Narrative

Character Limit: 3000

Please provide any additional background information on your organization that you wish to share.

Within your response, consider sharing your organization’s history serving Huntington County and any past leadership/collaborations your organization has been involved in.

Organization Background Narrative*

Please include what population of Huntington County you are currently serving (population can be group, demographic, entity, etc.)

Character Limit: 3000

Services*

Does this request fit the current population you are serving or open doors to a new population? Please explain.

Character Limit: 3000

Please upload your latest Board of Directors roster.

Board Roster*

File Size Limit: 3 MB

Please consider uploading a letter, cosigned by staff and board leadership, describing their personal passion/motivation for the organization’s request in light of your organizational mission.

Leadership Support Letter (Optional)

File Size Limit: 2 MB

Scale/Value of Impact

Please provide how your project will impact Huntington County.

Within your response, consider sharing data and/or research on the impact of your mission and/or proposed project in Huntington County.

Scale of Impact Narrative*

Character Limit: 3000

Goals and Action Steps

Please provide goals and action steps you have identified as important milestones for your project to be successful.

Within your response, consider using the S.M.A.R.T. goals acronym as a guide.

Goals should be...

S - specific
M - measurable (quantitative and qualitative: see example below)
A - achievable
R - relevant
T - time-based

Measurable example: if your project is related to housing, quantitative metrics could include # of new single-family, apartments and condos created and/or units of housing added to the downtown while qualitative metrics could include the public's perception on affordable housing opportunities and/or the cultural impact of more residents living in a community together.

SMART Goals & Action Steps*

Character Limit: 3000

Sustainability Plan

How do you plan to raise and maintain funds to stay on track with your goals and actions steps annually?

If this is a one-time project, please note that below and keep your answer simple. For example: if you're requesting an equipment purchase, how do you hope to keep it clean and maintained so you can keep it in working order as long as possible.

Sustainability Narrative*

Character Limit: 3000

Partners and Collaborators

We have partners and collaborators working with us on this request.*

Choices

- Yes
- No

Partners and Collaborators Confirmed

Please list your partners and collaborators.*

Be sure to mention how they are involved: donating materials, shared funding responsibilities, leading programs, consulting, etc.

Character Limit: 1000

Please upload any letters of support and/or MOUs from/with partners/collaborators.

Letters of Support / Memorandums of Understanding (MOUs)

File Size Limit: 3 MB

One-Time Purchase Request

Specific Request*

Is your request to help purchase office equipment, furniture, repair or replacement items related to plumbing, heating, cooling, construction, etc.

Choices

Yes

No

One-Time Request Confirmed

If yes (this is a one-time purchase), then please upload 2-3 quotes from unique businesses.

Quote 1:*

File Size Limit: 3 MB

Upload 2:*

File Size Limit: 3 MB

Upload 3:

File Size Limit: 3 MB

Request

Grant Request*

Character Limit: 20

Total Project Cost*

Character Limit: 20

Please upload your project budget.

Project Budget*

- Please have both revenue and expenses represented
- Provide detailed/itemized project or program budgets pertaining to this request
- List any additional sources of funding for this project. This could include other grants, donations, operating reserves, etc. Please indicate whether additional sources are pending or committed.
- Include investment of your own resources

File Size Limit: 3 MB

Additional Uploads/Resources: OPTIONAL

If you have any additional resources that you feel would help the committee better understand your vision for your request, please attach them below.

Examples: success stories from past grants or similar projects, printed brochures, documents, pictures, more letters of support from the community or collaborations partners, etc.

Upload 1:

File Size Limit: 3 MB

Upload 2:

File Size Limit: 2 MB