**2017 Letter of Interest Packet**Juneau Community Foundation Hope Endowment Fund

CBJ Social Service Block Grant Funding

CBJ Utility Waiver Funding

**Thank you for your interest in seeking social service funding from the Juneau Community Foundation.**  
Submitting a Letter of Interest Form is a recommended first step. Your letter will provide the Foundation with information on what types of applications and funding requests to expect, and enables us to provide feedback to you and your organization before begin the 2017 application.

Please **email** your Letter of Interest to the Foundation (amy@juneaucf.org) any time on or before December 31, 2016.

The Letter of Interest Form requests general information about your organization and the project you propose. Please email us only the 3 page form. If your organization has projects/programs **in more than one area,** you may submit more than one letter of interest. Please provide the third page only if you have specific information you think it would be important for us to know. Do not provide a cover letter or other information. The Letter of Interest Form is your chance to let us know a little about your organization and what you propose to do with funding.

**When deciding whether to provide a Letter of Interest, please consider the information below. NOTE: You do not need to determine which source of funding would be used, your project just needs to be eligible under either.**

**Guidelines applicable to both Hope and CBJ grants**

* Funds are for community nonprofit organizations providing health and social services to Juneau residents;
* Following projects will NOT be considered: maintaining, acquiring, improving, or constructing facilities;
* Grantees will be required to file interim and final reports to indicate how funds are used and provide outcomes;
* The formal grant application, available in mid-January, will request organizational information demonstrating financial sustainability of the organization and proportion of administrative overhead to delivery of services.
* Grants do not have a minimum or maximum funding level;
* An annual granting process will be followed for both funding sources for most projects.
* The Foundation will consider multi-year funding for cooperative proposals across agencies.

**Specific guidelines for Juneau Hope Endowment Fund:**Supports programs and projects in the following areas: suicide prevention, hospice, substance abuse, homelessness, mental health, and victims of abuse.

* The following projects will NOT be considered: health services that are not directly related to mental health, capital expenditures for housing, public, or private education;
* Approximately $1,000,000 will be available for funding annually;
* Non-profit 501(c)3 organizations, government entities, and schools with **3 yrs** of operation in Juneau may apply;
* An organization may be part of more than one project or program;
* Projects can address more than one of the six funding areas.

**Specific guidelines for CBJ Social Service Grants:**

* Funds programs and projects for 501(c)3 non-profit organizations in the following areas:   
  A. Health:  
   1. Access to Health Care (affordable healthcare, insurance coverage)  
   2. Suicide Prevention  
   3. Substance Abuse (treatment/prevention)  
   4. Infants and Toddlers (prenatal care, pediatric care, nutrition)  
   5. Seniors (access to healthcare, prescription medicine, mobility, end of life care, adult daycare)  
   6. People with Disabilities (access to care, integration into community)  
  B. Education:  
   1. Readiness to Learn (literacy fundamentals for all ages)  
   2. Early Elementary Performance (reading, writing)  
   3. Success in High School (dropout/graduation rate, disproportionally)  
   4. Community Building in Schools (student volunteers, parent engagement)  
  C. Income Stability  
   1. Access to Employment (access to childcare, quality of care)  
   2. Shelter and Housing (supported/transitional housing emergency shelter, cost of living)  
   3. Poverty (food, clothing, shelter)  
   4. Young Adult Stability (employment, teen pregnancy)  
   5. Family Stability (adult/mentor support and availability, domestic violence)
* Approximately $826,000 will be available for grants after July 15, 2016, subject to funds allocated by the Assembly.

**Eligibility for CBJ Sewer & Water Utility Waivers:** Letters of interest are not needed for CBJ Sewer and Water Utility Waivers. The application will be available in mid-January. Only 501(c)3 organizations in Juneau that provide transitional overnight accommodation services for at least one year are eligible for these funds.

**NOTE: IF YOU HAVE A 2016 GRANT** – an interim report is due no later than December 31, 2016. Please see the **2016 Grant Reporting Form** for interim and final reports.

**Any questions: Call Amy Skilbred at 523-5450**

 

2017 Letter of Interest Form

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| **Organization & Project Contact Information—*Please enter your information*** | |
| Organization Name: |  |
| EIN Number: |  |
| Executive Director: |  |
| Contact Name: |  |
| Contact Title: |  |
| Organization Address: |  |
| Contact Phone Number: |  |
| Contact E-mail Address: |  |
| Website Address: |  |

Has your organization been serving Juneau for more than 3 years? Yes \_\_\_\_\_ No \_\_\_\_\_\_

|  |  |
| --- | --- |
| **Project Information Overview—*Please provide the following information*** | |
| Date: |  |
| Project Title: |  |
| Duration of Project or Tentative Start and End Dates: |  |
| List Committed and Potential/Anticipated Partners/Collaborators on Project, if any: |  |
| Check all boxes that project will address:  ☐ Substance Abuse  ☐ Suicide Prevention ☐ Hospice  ☐ Homelessness ☐ Mental Health  ☐ Victims of Abuse | ☐ Health \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  ☐ Education \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   ☐ Income Stability \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Approximate Amount to be Requested : |  |
| Estimated Amount Committed, Requested or to be Requested from Other Sources: |  |
| List Sources of Committed, Anticipated and Requested Funding: |  |
| Estimated Total Project Amount: |  |

**Project Overview: *Please provide a 3-4 sentence description of your proposed project.***

**Project Narrative: *Please provide the following information about your project (please keep to space provided):   
(1) Targeted Populations and Problems Being Addressed***

***(2) Intended/Expected Outcomes   
(3) How Project Will Achieve Intended Outcomes***

**Organizational Funding: To provide the Foundation with a better understanding of the fiscal environment your organization faces in 2016, please let us know if you anticipate a reduction in State or Federal funding. If so, what range of reductions do your anticipate (generally)? How do you anticipate your organization absorbing such a reduction (e.g., positions cut, programs reduced, etc.)? How high a priority would your organization place on replacing funds lost through reductions in State or Federal funding?**