

Gorge Community Foundation

JOAN BURCHELL FUND

2020 Guidelines

In response to the coronavirus pandemic, the Joan Burchell Fund has changed its guidelines for 2020. The 2020 grant cycle is specifically requesting proposals from organizations addressing increased food insecurity in the Columbia River Gorge exacerbated by the coronavirus outbreak.

Grants will be to nonprofit agencies directly engaged in providing food to children, families and seniors whose needs are increased by the current situation. Organizations that receive support should be able to demonstrate that they are addressing these needs and are effectively able to use funding to acquire and disseminate services. Thanks to a special allocation from the Gorge Trust Fund to augment the Burchell Fund, in this grant cycle the total available for granting is \$13,340 and proposals will be accepted for any amount up to that total. The range of grants in the past has been \$650 to \$4,000.

Eligibility

Eligibility Requirements for Grant Recipients:

- Only nonprofit agencies located or operating within the Columbia River Gorge area, specifically—Klickitat and Skamania counties in Washington State and Hood River, Wasco, Sherman and Gilliam counties in Oregon—are eligible for funding.
- The grant recipient must be a 501(c)(3) organization or operating under the umbrella of such an organization.
- Proposals for capital campaigns, loan or debt retirement will not be considered.
- The agency must have complied with reporting requirements on any grant previously awarded by the Foundation.
- In the selection of grant recipients, priority will be given to proposals with some combination of the following characteristics:
 - Meet clearly demonstrated need
 - Are innovative and creative
 - Provide the maximum impact for the dollars expended
 - Encourage collaboration
- Grant recipients are expected to comply with reporting requirements in order to be eligible for any future grants.

Application Process

We are accelerating the 2020 application process in response to community need. Please note the following deadlines:

- Applicants must submit proposals by April 15, 2020.
- Applications must be sent in electronic format, either an MSWORD or a PDF file, to jill.gorgecf@gmail.com.

- The Grant Review Committee of the Gorge Community Foundation will evaluate and rate all proposals, and make final recommendations for grant awards to the Gorge Community Foundation Board of Directors by May 15, 2020.
- All applicants will be notified of the final status of their proposals via email.
- Grant recipients will be notified and grant checks will be mailed by June 5.

Proposal Requirements

Proposals will have a maximum of three pages (including project budget) and contain the following minimum content:

1. An initial and concise, 1-2 sentence statement of the amount requested and what the grant will pay for.
2. A description of the proposed activity. This should explain, minimally:
 - The objective
 - The name of the project's main organizer and the legal and tax status of the organization.
 - A copy of the organization's IRS Letter of Determination must be included with the proposal.
 - The people who will carry out the activities and their responsibilities.
 - The participants and/or beneficiaries of the activities.
3. An explanation of how funds will be used.
4. An explanation of how funding meets each of the eligibility criteria.
5. A budget that contains all cash and in-kind funding sources.
6. An alternative proposal amount. Applicants are encouraged to include an alternative request for a lesser funding amount. This will enable the Committee to select the project if sufficient funds are not available for the original amount. This should include a brief explanation of how the initiative will be adapted to the smaller budget.
7. A calendar of events, including any critical deadlines.
8. The name, mailing address, email and phone number of the person responsible for the proposal.

Please contact executive director Jill Burnette, jill.gorgecf@gmail.com with questions.