

REGIONAL FOUNDATION

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Capacity Strengthening Grant Full Application March 2025

About the Regional Foundation

The Regional Foundation is an independently led philanthropic organization that supports neighborhood revitalization efforts across a 62-county region spanning New Jersey, Delaware, and the eastern half of Pennsylvania. The foundation makes long-term investments with organizations engaged in community and economic development activities that put resident-driven strategies at the center of their work. We are committed to supporting organizations working to build more vibrant, equitable, economically viable neighborhoods hand-in-hand with members of their community.

Capacity Strengthening Grants

Capacity Strengthening Grants are designed to support current grantee and program related investment partners aiming to address specific opportunity gaps in their organization's planning, staff well-being, operational or governance structures, and longer-term holistic investments. Requests may be made up to \$50,000 for a period of 12-18 months.

For the foundation's 2025 cycle, this grant program will support the organizational capacity the capacity of immigrant and refugee-serving organizations. Grants will support direct programmatic and operational capacity as it relates to enhancing or expanding services to the immigrant and refugee communities being served in strengthening their capacity and enhancing the quality of services, they offer to their immigrant communities. We will gladly accept a collaborative application that supports two or more of our partners. The total request must still add up to \$50,000.

Instructions and Timelines

Current grantee and program related investment partners will receive an email to login and apply through our grant management portal, Smart Simple, which will go live on March 24, 2025 at 10 am EST. Proposals are due in full on April 21 11:59 pm. Proposals will be reviewed, and decisions will be made by May 26, 2025. The Foundation may reach out with clarifying questions, should they arise, between April and mid-May. Being contacted for questions, or not, does not indicate any deficiencies, nor does it indicate any special strengths—we may simply wish to understand more about your project vision or organization. All responses must fall within the word counts listed with each question. However, do not feel you need to use all of the space provided.

If you have any questions about the form or the Smart Simple platform, please contact Program Officer, Isel Otero-Vera at iotero-vera@regionalfoundation.org.

How proposals will be evaluated:

The Regional Foundation will assess proposals using a scoring system for each set of questions considering the proposed project activities, budget and timeline. Proposals will be assessed based on how clearly the proposal outlines how the work enhancement or expansion will benefit the immigrant and refugee communities in the neighborhood, the alignment of the budget with

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proposed activities, and the clarity of the timeline for the expenditure of funds to support programs and/or operations. Priority will be given to organizations whose staff and board reflect the communities they serve. The foundation will also consider geographic diversity and inclusion of newer, smaller, historically underinvested BIPOC-led initiatives in underinvested rural, urban, and others. The Regional Foundation will use a standard scoring system for all applications, and applications will be evaluated by staff. From there, recommendations for funding are made to the Foundation's Program Committee and then to the full Board of Managers.

Capacity Strengthening Opportunity

Instructions: Please answer the following questions within the word counts provided.

Project Title: (10 words max)

Request Amount: (in dollars)

Requested Timeline: (in months)

Proposed Capacity Strengthening Activities:

1. Describe what specific capacity-building activities (programmatic and/or operational) this grant would support. Describe any financial or operational challenges your organization is currently facing that may threaten its ability to deliver services or sustain operations. (350 words max)
2. Briefly describe the community being served. Describe how will the proposed activities strengthen your organization and its work as it relates to directly serving immigrants and refugees in your neighborhood? (350 words max)

Project Management Team:

3. Please describe your anticipated project management team. Who will lead the project coordination for the proposed activities? Describe how your team reflects the communities you serve and/or how the experiences and backgrounds of your leadership and staff influence your work with immigrant and refugee populations. (250 words max)
4. Please complete and upload your Organizational Demographics Grid (see APPENDIX A)

Proposed Budget:

5. Please describe the proposed expenses in narrative form. Include costs related to staff time, consultants or contractors or other costs. If you are applying for a portion of the cost for a larger undertaking, please share your estimated total cost to complete the capacity strengthening activities proposed. (200 words max)

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6. If these activities are partially funded by a Capacity Strengthening Grant, can the proposed activities move forward? yes / no

Miscellaneous Attachments (Optional)

APPENDIX A – Organizational Demographics Grid

The Regional Foundation is committed to advancing equity and ending the oppression of historically marginalized communities. We challenge ourselves to look internally at our own policies, practices, staff and board composition to ensure we represent the diverse communities we serve. We are also seeking the same information for our grantee partners. We encourage you to review staff and leadership composition annually, to assess if and how the make-up of the organization reflects the communities with whom you partner.

Data collected here will be used internally and will not be shared beyond the Regional Foundation. Please do your best to provide the most possible accurate data.

For Section I, please use total numbers (N= number of individuals).

For Section II, please use percentages; total percentage should equal 100%.

- For “organizational leadership,” please include executive positions.
- For “organizational staff,” include all staff, including leadership.

Section I

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	Organization Leadership (Executive / C-Suite)	Full Time Staff (exclude Executive/C-Suite)	Part Time Staff (exclude Executive / C-Suite)	Board of Directors
Total Number				

Section II

Demographic Domains	% Organizational Leadership	% Total staff	% Board of directors
Gender Identity			
Woman			
Man			
Transgender			
Non-binary			
Gender non-conforming			
Race & ethnicity			
Black/African American or African			
Latino(a) or Hispanic			
Asian or Asian-American			
Native American, Indigenous, or Pacific Islander			
Multi-racial / multi-ethnic			
White, non-Hispanic			
Other			
National Origin*			
US-born			
Foreign-born			
Unknown			

*The Regional Foundation understands that working with immigrant and refugee populations adds an extra layer of complexity to the work being performed. We ask this information broadly—the Foundation is not interested in the citizenship, resident, or any other “status” of our neighbors.

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None of the information collected here will be used for any purpose external to the Regional Foundation.