

Lillian L Colby Grant Application

The Lillian L. Colby Foundation is committed to strengthening the greater Chattanooga region by supporting effective, well-led nonprofit organizations and innovative programs that **advance education and economic mobility for the marginalized and reflect our values of compassion, community, and individual empowerment**. Please carefully review the following application instructions. Applications that do not adhere to the specified instructions below will not be considered.

Are you a 501(c)(3) nonprofit organization in good standing with the IRS?

Please provide a link to your organization's Guidestar, Charity Navigator or similar charity assessment platforms profile:

Is your organization's primary service area within the Greater Chattanooga region?

Please list the county or counties in which your organization operates:

Have you received a grant from the Colby Foundation in the last two years?

Year of last grant from the Foundation (if never, type "N/A"):

Name (first and last):

Email:

Request Amount:

Please specify the total amount you are requesting from the Colby Foundation.

Request Purpose (25 words or less):

State the purpose of the requested funding. This should clearly describe the program you wish to implement, and how it aligns with the Colby Foundation's mission and values. We want to understand, at a high level, what the funding will directly support.

Program Title (10 words or less):

Provide a title for your program that is descriptive of the program's primary goal or focus.

Program Purpose (150 words or less):

Explain the purpose of your program and how it supports your organization's mission. Describe how this program will enhance or support your mission and strengthen your organization's impact within the community.

Statement of Need (250 words or less):

Describe the problem or opportunity that the project addresses and provide supporting evidence or data that illustrates the urgency or importance of this work. Explain why this program will make a meaningful difference to the community or population you serve.

Program Description (300 words or less):

Provide a detailed description of your proposed project/program addressing the following:

- 1) The goals of the project,
- 2) Who will benefit from the project (e.g., specific community groups, demographics, or individuals),
- 3) The anticipated outcomes and measurable results you expect from the project,
- 4) If your project will benefit low-to-moderate-income (LMI) individuals or families, and, if so, the percentage of program participants who meet the HUD definition of LMI.

Project Evaluation (250 words or less):

Describe how you will evaluate the success of the project. Specifically, outline:

- 1) How you will measure success (e.g., using qualitative or quantitative methods)
- 2) The expected impact of the project on the people or community served
- 3) Key results you expect to achieve
- 4) How you will track and report progress during the grant period, and
- 5) How you will assess whether the project has met its intended goals by the end of the funding period.

Collaborative Partners (250 words or less):

This question is specifically related to the program for which you are requesting funding. If requesting general operating or non-specific program support, this question would relate to broader organizational collaborations and partnerships. Please address the following:

- 1) Does your project duplicate existing programs in the community? If so, why is a new program necessary, and how does it offer something different or innovative?
- 2) How is your organization collaborating with others doing similar work? Please provide examples of any partnerships or collaborations that will strengthen the project.

Financial Narrative (250 words or less):

Please use this space to explain any inconsistencies or discrepancies appearing in attached financial documents (i.e. projected deficit due to delayed grant reimbursement, expense/revenue outliers, etc.). If you have no narrative to add to submitted financials, please enter "N/A" in the field below.

Diversity, Inclusion, and Non-Discrimination:

Please describe how your organization promotes diversity, equity, and inclusion within its board, staff, and overall operations. Explain the ways in which your hiring practices, program management, and organizational policies reflect a commitment to non-discrimination, as well as how these efforts correspond to the needs and diversity of your community. If available, you may also include your organization's anti-discrimination policy and describe how it complies with local, state, and federal laws to ensure fairness and inclusion. The Colby Foundation values partnerships with organizations that champion these principles.

Required Documentation:

Below is a list of required additional documentation. Please submit your completed application and the following supporting materials:

- IRS determination letter
- Current year's operating budget
- Program budget
- Profit and loss sheet from most recent fiscal year (not audit)
- Board of Directors and Leadership Staff List (please include email addresses)
- List of 1) Top 5 organizational funders, and 2) Top 5 program funders related to this request
- Community Partners (organization-wide)
- Strategic Plan (optional)
- Bio or CV of Executive Director / CEO (optional)