



The Community Foundation is an inclusive, innovative organization where everyone is invited to collaborate for a sustainable future. Rooted in purpose, we're strengthening our community by leveraging the power of collective action and decades of trusted expertise. With a legacy of impact, we're boldly leading the way, creating lasting change in our region with fresh ideas, fearless energy and a forward-thinking mindset.

Toledo Mud Hens Baseball Club's Helping Hens Fund

Grant Guidelines

Toledo Mud Hens Baseball Club's **Helping Hens Fund** of the Greater Toledo Community Foundation requests proposals from nonprofit organizations seeking to provide programming that **promotes the overall fitness and wellness of children enrolled in kindergarten through twelfth grade**. Priority will be given to projects that **encourage activities during warm weather months**. Funds must be used to facilitate participation in an organization's exercise, sports and/or physical recreation programming. A preference will be placed on programs incorporating an **educational component that enables participants to learn skills associated with healthy lifestyles**. Funds may be used to cover a participant's league/enrollment fees, transportation, equipment, uniform costs and program materials. It is anticipated that multiple awards will be made in an approximate range of **\$1,500 to \$10,000 each**.

Details:

- The Helping Hens Fund will also consider capital requests to maintain or rehabilitate existing sporting venues, or to construct new ones. Eligible venues could include a wide variety of settings including baseball diamonds, archery ranges, swimming pools, football fields, dance studios, track and field complexes or other similar facilities.
- Priority will be given to projects that clearly indicate how the capital project will increase the number of youth participating in activities or enhance their experiences. Capital requests of up to \$30,000 will be considered. Applicants should clearly indicate any additional revenue sources identified for the proposed projects.
- Funds are limited and grants will be awarded on a competitive basis. Priority will be given to projects that have not previously received support from the Helping Hens Fund. Organizations that receive a Walleye Wishing Well Fund grant are not eligible for Helping Hens funding in the same calendar year. Funds should not be depended upon as an annual source of support.

For more information, contact:

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Grant Application Process

The annual deadline for proposals is January 31 by 11:59pm. Proposals must be submitted through the Foundation's online application process. Completed grant applications are carefully reviewed by the Foundation's professional staff and the Helping Hens grant review committee. Applicant organizations will be notified of the status of their request in April. Expenses incurred by an applicant organization prior to award notification cannot be covered by Foundation funds.

Contents of a Proposal

The following describes broad content areas of the application. View the online proposal for a full listing of questions.

1. State the goals and objectives of the project or program. Indicate how the proposed activities would facilitate youth access to fitness and wellness opportunities.
2. Summarize the plans and timeframe for implementation of this project. Identify the individual(s) who will be responsible for overseeing the project or program and briefly describe their qualifications. Proposals requesting funds for capital projects should describe the bidding process, including the number of bids reviewed and the rationale for the final selection.
3. State the number of youth anticipated to benefit from the proposed project or program. Calculate the projected cost per participant by dividing the requested grant amount by the number of participants.
4. Estimate how long equipment or other funded supplies will be used into the future. Identify plans for securing ongoing support for the project or program once Foundation funds are expended. Include anticipated future financial needs of the project or program, potential sources of funding, etc.
5. Include all sources of income (both solicited and received) for the proposed project. Delineate line item expenses that clearly detail the total project cost and how proposed grant funds would be used.

Required attachments include:

- Board List - The names and affiliations of the organization's Board of Trustees.
- IRS Letter - A copy of the organization's tax exemption letter from the IRS.
- Background - Brief background and history of the organization, including when and how the organization was established, its mission or purpose, accomplishments to date and a listing of all current programs and services.
- Financial Statements
 - Option 1 – If the organization has had an audit prepared within 18 months of the application submission, please provide the full audit. An organization's IRS Form 990 will not be accepted in place of the required financial statements; or
 - Option 2 – If audited financial statements for this timeframe are not available, provide the unaudited income & expense statement (P&L) and balance sheet for the organization's most recent fiscal year-end. An organization's IRS Form 990 will not be accepted in place of the required financial statements. Only statements reporting information prepared within 18 months of the application submission will be accepted.
- Operating Budget - A board-approved operating budget for the current fiscal year of the organization.

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