

Nonprofit Strategic Alliances Grants Application Checklist

Before a Concept Paper or Application is drafted, organizations are encouraged to carefully review the grant program and contact Community Investment staff to clarify any questions.

CONCEPT PAPER

PART I – APPLICANT INFORMATION

In the spaces provided, list all information requested, including partnering organizations, preliminary costs for Strategic Alliance, and projected timetable.

PART II – PROJECT INFORMATION

Attach no more than two pages that describe the Strategic Alliance project, including intent, activities, and ongoing plan. Please follow the bullet points listed in Part II below

AGENCY INTERVIEWS

Selected applicants will be invited to meet with the Community Foundation to discuss their proposal. Meetings would include nonprofit Chief Executives and Board Chairs.

APPLICATION

PART I – GRANT SUMMARY APPLICATION FORM

In the space provided, list general **GOALS & OBJECTIVES** of your Strategic Alliance project. Both a Staff Officer and a Board Officer must sign the application.

PART II – PROPOSAL NARRATIVE

Introduction. Describe the mission(s) and population(s) served by the applicant organization and other organization(s) involved in the proposed project. Describe the project purpose and rationale – addressing its importance for York County and/or its potential to advance the mission-effectiveness of participating organizations.

Logic. What is the case for the partnership? What relationship exists between the entities? Why is the partnership important at this time? What type of work has been accomplished jointly that has saved resources to date?

Process. What type of process is in place for the strategic alliance? Who is engaged in the process? How are these key people engaged?

Efficiency. How will the partnership, strategic alliance, or merger impact organizational efficiency at a functional and administrative level? How will more efficient services be provided to residents of York County? What are the long-term benefits?

Joint Intent. Organization Chief Executives and Board Chairs are willing to sign a joint letter of intent expressing their serious consideration of a strategic alliance.

PART III – PROPOSAL BUDGET

Itemize all anticipated project expenditures and sources and amounts of support. For each source other than York County Community Foundation, indicate amounts received, committed, requested, and/or to be requested.

PART IV – ORGANIZATION’S GOVERNING BOARD

Provide a copy of the applicant nonprofit Board of Directors membership list and partner organization(s) Board of Directors membership list.

PART V – CORRESPONDENCE FROM PARTNER ORGANIZATIONS

Provide correspondence from organizations cited in the proposal narrative, confirming the scope and type of Strategic Alliance arrangements.

PART VI – ATTACHMENTS

- Copy of applicant organization’s and partner organization’s IRS determination letter as evidence of 501(c)(3) tax status (*this does not apply to government agencies or public school districts*).
- Copy of both organizations’ PA Department of State Bureau of Charitable Organizations certificate (*this does not apply to government agencies or public school districts*).
- Copy of both organizations’ most recent year-end financial statements (*preferably audited*).
- Copy of both organizations’ strategic plan (*if available*).