



THE SPARTANBURG COUNTY FOUNDATION  
*Your Community Foundation*

**2021 Request for Proposals**  
**COVID-19 Grant Opportunity**  
**and**  
**People of Color Led Capacity Building Opportunity**

**Vision**

All Spartanburg County residents achieve their human potential through continuous improvement in quality of life, educational achievement, and economic mobility.

**Mission**

The Spartanburg County Foundation is committed to improving the lives of Spartanburg County residents by promoting philanthropy, encouraging community engagement, and responding to community needs.

**Background**

Since May 2020, The Spartanburg County Foundation has focused its grantmaking efforts on COVID-19 relief to nonprofit organizations serving populations disproportionately impacted by the pandemic. Through the continued efforts of Foundation staff to remain informed of the nonprofit landscape, a [COVID-19 Nonprofit Impact Report for Spartanburg County](#) was commissioned in partnership with the Mary Black Foundation, Spartanburg Regional Foundation, and United Way of the Piedmont.

When the COVID-19 Nonprofit Impact Report was conducted in November 2020, nearly two-thirds (61%) of Spartanburg nonprofit respondents indicated that they would be able to survive for only six months or fewer without additional funding, which mirrored the state findings. Fifteen percent of Spartanburg nonprofit respondents indicated that they were out of funds at that time, compared to 2% in Greenville County, and 5% in the state of South Carolina. The single greatest need identified by Spartanburg County nonprofit respondents was cash to meet operating needs due to the loss of revenue (24 organizations/53%).

In addition to creating challenges for the community, COVID-19 highlighted the persistent and historical racial inequities frequently faced by communities of color. Findings in the 2018 [Spartanburg Racial Equity Index](#) indicated the depth and breadth of the differences experience in Spartanburg county by race. Regarding child poverty, 30% of Hispanic/Latinx children and 25% of African American/black children in Spartanburg county live in concentrated poverty areas, compared to 4% of Caucasian/white children.

Bryan Stevenson, founder and executive director of the Equal Justice Initiative, states that the first step in working toward equity and justice is becoming proximate to the problem – solutions to our community's most persistent challenges lie within those suffering from them. People of color led agencies have proximity but may lack the infrastructure, financial support, or community awareness to realize their missions.

To become more proximate to the problem, the field of philanthropy has expanded such that community foundations across the southeast region have shifted their grantmaking priorities to become more racially aware and inclusive to organizations that serve communities of color. Many philanthropic institutions have taken this step by embracing racial equity and diversity and inclusion framework, funding more grassroots organizations proximate to the problems, and educating donors on racial inequities and its damaging effect towards true quality of life in most devastated communities.

Since 2018, The Spartanburg County Foundation has been on a journey to understand the root causes of racial inequity in the Spartanburg County community. This journey included examining local data, changing our vision statement to focus on human potential, and adding external values that include community and equity. To continue the journey toward racial equity, the Foundation seeks to ensure that people of color and nonprofit organizations led by them, who have been historically and systematically left out, have the support they need to continue their essential work and strengthen their development, programming, and sustainability.

**The Spartanburg County Foundation defines people of color led organizations as meeting two of the following three criteria:**

- Governed-by = Majority of Board are people of color
- Led by = Executive Director is a person of color
- Serving = Primarily serving communities of color

*\*Please note The Foundation considers people of color to include the race/ethnicities of African Americans, Hispanic/Latinx Americans, Asian Americans, Native Americans, Pacific Islander Americans, Middle Eastern Americans, and multiracial Americans.*

## 2021 SCF Request for Proposals

The Spartanburg County Foundation recognizes its role as a grantmaker that responds to the ongoing needs in the Spartanburg County community and is offering two grant opportunities in 2021 that will be available for a four-cycle period – COVID-19 Grant Opportunity and People of Color Led Capacity Building Opportunity.

*Grant amounts awarded will range from \$5,000-\$50,000.*

The Spartanburg County Foundation seeks applications that are focused on the sustainability of nonprofits during COVID-19 and applications that assist underserved communities of color by providing data-informed activities that are integral in advancing the organization's mission and capacity.

**Please see below for the two types of Grant Opportunities:**

1. **COVID-19 Grant Opportunity** is focused on support for nonprofit organizations that have been impacted by COVID-19, including but not limited to:
  - Human service organizations (i.e. meeting basic needs, family support, mental health services, etc.)
  - Senior service organizations
  - Youth outreach/engagement organizations
  - Educational organizations
  - Arts & culture organizations
  - Environmental and animal welfare organizations

2. **The People of Color Led Capacity Building Opportunity** is focused on strengthening the infrastructure and organizational effectiveness of people of color led organizations working in the areas of **racial equity, economic mobility, and educational attainment**. Capacity building focus areas include, but are not limited to, board governance, financial management, fundraising, partnering & collaboration, strategic communications, succession planning and evaluation.

### **What is Capacity Building?**

Capacity Building (used interchangeably with organizational development) is the process through which an organization develops the internal capacity to be the most effective it can be and sustain itself over the long term. The connection between capacity building work, organizational health and the achievement of organizational mission is the reason for pursuing capacity building goals. Capacity building strengthens organizations to survive context and internal changes, improve the quality of the organization's work, raise resources, create an environment where people feel valued and many other reasons.

- Washington, G. (2020). *Capacity Building* [White Paper]. Retrieved February 5, 2021 from Richmond Memorial Health Foundation:  
<https://files.constantcontact.com/409c6616601/b82a9d3d-9073-4a7a-ad70-39d63773eb13.pdf>

Organizations seeking to apply for funding from the People of Color Led Capacity Building Opportunity should **first complete a capacity building assessment. Grant applicants are encouraged to use the findings of their assessment to shape their grant request. The Capacity Assessment was developed from Together SC's Guiding Principles & Best Practices for SC Nonprofit Organizations.**

## **Grant Guidelines**

The Spartanburg County Foundation considers only those organizations and institutions that are recognized as 501(c)(3) non-profit and/or tax-exempt entities providing services to the residents of Spartanburg County, South Carolina. By meeting these criteria, certain institutions and organizations located outside of Spartanburg County may be eligible for funding; however, funding is restricted to benefit Spartanburg County only. Organizations that serve multiple counties must clearly show that the funds will remain in Spartanburg County.

Grants from The Spartanburg County Foundation are for a period of one year. Except in unusual circumstances, multi-year grants are not considered.

### **The Spartanburg County Foundation does not Generally Provide Funding for:**

- Annual fund campaigns.
- Recurring requests from a grantee for the same purpose for which a Foundation grant has been previously awarded.
- Endowments.
- Film projects.
- Publication of books or reports.
- Fundraising events, celebrations, or dinners.
- Individual schools unless the proposed project is district- or county-wide and is supported by the District Superintendent(s).

*\*Requests from public school systems must come from the superintendent's office and include a letter of support from the superintendent.\**

## **The Spartanburg County Foundation does not Provide Funding for:**

- Lobbying activities, political organizations, or candidates for public offices.
- Individual projects.
- Organizations that require membership in certain religions, require participation in a religious activity, or advance a particular religious faith. (*Faith-based organizations with a 501(c)3 status may be eligible if they welcome and serve all members of the community regardless of religious belief.*)
- Research that is of a non-community nature or that does not have promise of near-term benefits to the citizens of Spartanburg County.
- Debt reductions, deficits, or previous obligations.
- Retroactive expenses/activities.

## **Instructions for Completing the COVID-19 Proposal**

The Foundation uses an online grant submission process. Applications and all required supporting documents must be uploaded using the online system. The application will be available starting on Monday, March 29, 2021, at [www.spcf.org](http://www.spcf.org). Proposals submitted in any other manner will not be considered.

### **Application Information**

Completed applications will include the following components. Please note that on the application, each bullet point will have a separate comment box or picklist to answer each question.

#### **Organization Information**

- Name
- Organization
- E-mail address
- Phone number
- Date organization was established
- Mission Statement
- Requested Grant Amount

#### **Project Overview**

- Briefly state the purpose of the grant request. (*100 words*)
- How has this organization been adversely affected by the COVID-19 pandemic and what needs have resulted? (*100 words*)
- Please list all federal, state, local and private funds your organization has already applied for and/or received to address COVID-19, since March 2020. (*150 words*)

#### **People Served**

- Number of people served by the organization annually
- Geographic areas served (Please list specific municipalities/townships, Spartanburg County, or a specific region such as the Upstate of South Carolina, etc.)
- Demographics of those served by the proposed project (age, ethnicity, income, education)

## **Narrative**

### *Need/Opportunity*

- Describe the specific need, challenge, or opportunity the project will address. (250 words)

### *Goals, Activities, and Timeline*

- Describe the goals your organization hopes to achieve within the time of this grant. Goals should fulfill SMART criteria (specific, measurable, achievable, relevant, time-bound). (150 words)
- Describe the project activities and how funding from The Spartanburg County Foundation will be used. (200 words)
- Provide data which supports the rationale for project activities. (200 words)
- Include a timeline of the project. (150 words)
- How does this project advance the mission of the organization? (150 words)

### *Outcomes*

- What are the measurable outcomes you hope to achieve and how do you plan to measure progress? Include the specific measurements that will be used. (250 words)
- What additional funding do you anticipate receiving for this project/program as a result of funding from The Spartanburg County Foundation? (i.e., foundations, donors, etc.). (150 words)

## **Project Budget (income and expenses)**

- Project revenue – list specific sources and amounts
- Project expenses –Please note that the Foundation does not generally provide funding for annual operating support (i.e., salaries/benefits, utilities, etc.) other than for start-up purposes.

*(Use 2021 Project Budget Form)*

## **Required Attachments**

- Verification of tax-exempt status (IRS determination letter)
- List of Board of Directors and officers including race/ethnicity, gender, and home address  
*(Use 2021 Board Roster Template)*  
**\*Demographics will be used to determine the diversity of Spartanburg County's nonprofit boards. This information will NOT influence The Spartanburg County Foundation's determination for requested funding.\***
- Annual Budget
- Organization's most recent financial audit. If the organization does not have an audit, please submit the **most recent** internal financial statements and/or IRS form 990 and also provide an explanation, in the cover sheet, of why there is no audit.
- **Organizations that are using the services of a consultant for ANY portion of their grant request MUST submit a copy of the consultant's proposal as an additional attachment. If you need assistance in identifying a consultant, please contact the Foundation and we will provide you a list of consultants who may be suitable for your project.**

## Instructions for Completing the Capacity Building Proposal

The Foundation uses an online grant submission process. Applications and all required supporting documents must be uploaded using the online system. The application will be available starting on Monday, March 29, 2021, at [www.spcf.org](http://www.spcf.org). Proposals submitted in any other manner will not be considered.

### Application Information

Completed applications will include the following components. Please note that on the application, each bullet point will have a separate comment box or picklist to answer each question.

#### Organization Information

- Name
- Organization
- E-mail address
- Phone number
- Date organization was established
- Mission Statement
- Requested Grant Amount

#### Project Overview

- Please specify how this organization works in one or more of the following areas: economic mobility, educational attainment, and/or equity. (*100 words*)
- Provide a brief summary of what your organization has learned from the capacity building assessment. (*100 words*)

#### People Served

- Number of people served by the organization annually
- Geographic areas served (Please list specific municipalities/townships, Spartanburg County, or a specific region such as the Upstate of South Carolina, etc.)
- Demographics of those served by the proposed project (age, ethnicity, income, education)

#### Narrative

##### *Need/Opportunity*

- Describe the specific need, challenge, or opportunity the project will address. (*250 words*)

##### *Goals, Activities, and Timeline*

- Describe the goals your organization hopes to achieve within the time of this grant. Goals should fulfill SMART criteria (specific, measurable, achievable, relevant, time-bound). (*150 words*)
- Describe the project activities and how funding from The Spartanburg County Foundation will be used. (*200 words*)
- Include a timeline of the project. (*150 words*)
- How does this project advance the mission of the organization? (*150 words*)

##### *Outcomes*

- What are the measurable outcomes you hope to achieve and how do you plan to measure progress? Include the specific measurements that will be used. (*250 words*)

- What additional funding do you anticipate receiving for this project/program as a result of funding from The Spartanburg County Foundation? (i.e., foundations, donors, etc.). *(150 words)*

### **Project Budget (income and expenses)**

- Project revenue – list specific sources and amounts
- Project expenses –Please note that the Foundation does not generally provide funding for annual operating support (i.e., salaries/benefits, utilities, etc.) other than for start-up purposes.

*(Use 2021 Project Budget Form)*

### **Required Attachments**

- Verification of tax-exempt status (IRS determination letter)
- List of Board of Directors and officers including race/ethnicity, gender, and home address *(Use 2021 Board Roster Template)*
- Annual Budget
- Organization's most recent financial audit. If the organization does not have an audit, please submit the ***most recent*** internal financial statements and/or IRS form 990 and also provide an explanation, in the cover sheet, of why there is no audit.
- **Organizations that are using the services of a consultant for ANY portion of their grant request MUST submit a copy of the consultant's proposal as an additional attachment. If you need assistance in identifying a consultant, please contact the Foundation and we will provide you a list of consultants who may be suitable for your project.**

## **Reporting**

All grant recipients will be required to submit a mid-year progress report and a final evaluation report online at the end of the one-year funding cycle.

The evaluation report will include project status of activities accomplished, both ongoing and completed; evaluation of stated goals and actual results to date; total expenditures for the project; and a list of additional resources leveraged for the project as a result of the grant.

## **Grant Application Timeline**

Applicants will be notified of grant status approximately two months after the application due date.

### **2021 SCF Grantmaking Opportunities**

Proposals Round 1 Due	Friday, April 30, 2021 by 5:00pm
Proposals Round 2 Due	Thursday, July 1, 2021 by 5:00pm
Proposals Round 3 Due	Friday, August 27, 2021 by 5:00pm
Proposals Round 4 Due	Friday, October 29, 2021 by 5:00pm

If you have any questions, please contact Ashley Whitt, Senior Program Officer, at [awhitt@spcf.org](mailto:awhitt@spcf.org).