

Micro Grant Program

REQUEST FOR PROPOSALS

Micro grants are designed to be responsive to the needs of nonprofit organizations serving La Crosse County who may otherwise have limited access to resources. La Crosse Community Foundation has allocated \$70,000 this calendar year specifically for nonprofits seeking awards of \$250 - \$3,000 for projects offering a new strategy, improved strategy, or to support growth in order to meet community needs/demand. *NOTE: for 2024, one application per organization will be accepted. Contact ellen@laxcommfoundation.com to discuss if more than one application is needed to accommodate fiscally sponsored applications.

Purpose of this Grant

La Crosse Community Foundation is committed to investing in our community's diverse nonprofit sector including making funds more accessible to those with the least capacity and access to resources.

Organizational Eligibility

The primary eligibility criteria are:

- Applicant organization must be a public charity, exempt from federal income taxes under section 501(c)(3) of the Internal Revenue Code, or governmental bodies, including schools and municipalities, as long as the project is above and beyond regular budgeted items and does not fill budget gaps OR;
- Must have a formal fiscal sponsor relationship with an IRS verified 501(c)3 nonprofit.
- Must be located in and primarily serve residents of La Crosse County.
- The organization has an annual operating budget of \$500,000 or less.
- Agrees to meet all Grant Awardee Requirements & Expectations listed below.
- Organizations must comply with ["Appendix A" of LCF's DEIB Policy](#)

Eligible Use of Funds

Micro Grants are designed to be easily accessible for immediate needs or to fill gaps in services/community engagement.

Ineligible micro grant expenses include the following:

- Repeat grants to the same project on an open-ended basis
- Wages/Benefits
- Partisan political activities
- Organizational endowments
- Event sponsorships or annual fundraising campaigns
- Routine operating expenses
- Scholarships or grants to individuals
- Religious activities for the primary purpose of religious education or proselytization*
- Retroactive expenses or activities that occur before notification of an award
- Loan or debt payments
- Travel for groups such as school classes, clubs or sports teams

Limitations

Units of Government (city, county, township, etc.): The Foundation does occasionally fund units of government whose proposal extends beyond the traditional governmental functions that impact the broader community or when the request for support is judged to be an effective means to address a priority issue.

*Proselytization: The purposeful intent to convert one's faith

Application Timeline

Applications will be accepted on a rolling basis beginning June 17, 2024 and until funding is exhausted for the calendar year. Technical assistance will be available on an on-going basis to organizations who want to receive assistance in preparing their application.

RFP announced: May 30, 2024

Eligibility Quiz Open: June 17, 2024

(the eligibility quiz will determine if your organization meets the basic requirements for this grant and then the applicant is able to apply within the process if they are found eligible through the quiz)

Applications Open: June 17, 2024

Informational webinar: June 11 at 8:30am

Technical assistance: Ongoing, schedule a time

Awards announced: **as soon as possible;** no more than 3 weeks from submission

Grant period begins: upon award notification

Applying for a Grant

This process is anticipated to take 30 minutes or less.

Grant Application

All grant applications must be submitted using the foundation's online grant portal. The form will open June 17, 2024 and will remain open until allocated funding is exhausted. Applications will be reviewed on a rolling basis. LCF will only review one micro grant application per organization for the remainder of the 2024 calendar year. If your organization provides fiscal sponsorship to other projects, this does not exclude multiple applications under the same qualifying EIN. Contact the Foundation to discuss fiscally sponsored applications.

Application form pdf (viewing only):

["Click here to preview"](#)

Informational Webinars:

Two informational webinars will be held to review this RFP with interested organizations and to answer questions. Register for one of the two here:

- **June 11th 8:30am – [register here.](#)**

Technical assistance contact:

Ellen Heydon, Grants Specialist | ellen@laxcommfoundation.com | 608-782-3223 x29

Application Evaluation

In order to be responsive to the community’s needs, La Crosse Community Foundation’s Impact Department staff will review the following parts of each application for eligibility prior to approval:

- Budget submission
- Funding purpose alignment with organization’s mission
- Eligible use of funds

All approved applications will be shown to our Donor Advised Funds for an opportunity for them to fund your project. Once an application is approved for funding, they will receive the funding, regardless of a DAF choosing to fund the project.

Grant Awardee Requirements & Expectations

Grant awardees commit to the following engagement with La Crosse Community Foundation:

- Participation in a Nonprofit Networking session to share outcomes and successes from your micro grant and to learn about other organization’s projects at the same time. We anticipate facilitating these sessions quarterly.
- **SAVE THE DATE:**
 - Nonprofit Networking & Sharing | Monday, August 5th at 7:30am
 - Nonprofit Networking & Sharing | Thursday, October 17th at 4:30pm