

**REQUEST FOR PROPOSAL (RFP)**

**Community Foundation of Greater New Britain**

**CATALYST FUND**

June 24, 2019

**The Community Foundation of Greater New Britain is seeking grant applications for up to $12,500 for one grant to be awarded in November 2019 by the Catalyst Fund.**

The Catalyst Fundisa giving circle of donors interested in helping to improve the quality of life in Berlin, New Britain, Plainville and Southington. Each year, members select an area of focus and award a grant in the chosen focus area. A grant from the Catalyst Fund does not prevent an organization from applying for or receiving funding through other CFGNB initiatives or through the Community Response Grant process. For 2019, the topic is **Suicide Prevention Among Children and Young Adults.**

Suicide is the 12th leading cause of death in Connecticut. It is the 2nd leading cause of death for ages 10-14 and the 3rd leading cause of death for ages 15-24. Reducing risk factors, increasing protective factors and building the capacity of trusted adults are seen as ways to counter this troubling trend. Catalyst will entertain proposals that address one or more of the following:

1. Increasing protective factors among children and young adults: Protective factors are personal or environmental characteristics that help protect people from suicide. Major protective factors for suicide include effective behavioral health care; connectedness to individuals, family, community and social institutions; life skills (including problem solving skills and coping skills, ability to adapt to change, resiliency); self-esteem and a sense of purpose or meaning in life and cultural, religious, or personal beliefs that discourage suicide.
2. Evidenced/Research Based Suicide Prevention Training that improves knowledge and skills in suicide prevention among clinicians and other service providers, educators, health professionals, public officials, the general public and members of community-based coalitions. Requests can be for new projects or to strengthen or expand existing training.

Postvention planning for schools/communities as a preventive measure can be included as part of a proposed program. Postvention planning identifies protocols and best practices for action and communication after a suicide to insure an immediate and effective follow-up response across a community. An example could be a suicide prevention plan that a community or school system develops and implements.   
  
**Eligibility and Additional Criteria:** Please make note of the following when preparing your application:

* Non-profit organizations, towns, schools or institutions of higher education may apply for funding. One application per town, school or institution of higher education is allowed, but towns sharing resources (e.g. EMS, police, social services) may submit an application together. School systems may also collaborate and submit one application. Collaboration is encouraged.
* We request that all proposed programs be inclusive of vulnerable youth and young adult populations such as LGBTQ and veterans.
* We encourage applications that will provide services or training in all four communities.

**Application Process**

To be considered for funding, we ask that you submit a two to three page proposal for no more than $12,500. **Proposals must be submitted via email by the deadline of Monday, August 5, 2019.**

Following a review of all applications received by Foundation staff and members of the Catalyst Fund, a representative from your organization *may* be asked to attend the Catalyst Fund evening meeting on September 19th and possibly our final meeting on November 14th. We will notify organizations of this decision at the end of August but ask that you put these dates on your calendar in case your presence is requested. Final grant decisions will be announced in November.

For more information about The Catalyst Fund, additional copies of these materials or questions about this grant opportunity please contact me at the Foundation office (jwruck@cfgnb.org or 860.229.6018 x307).

Sincerely,

Joeline Wruck

Director of Community Initiatives & Program Services

**CATALYST FUND**

**Grant Application Guidelines**

Please prepare a two-three page proposal that includes the following:

1. Name and address of organization, including telephone, fax, email, name and title of Executive Director and the name and title of the contact person for this application.
2. A brief description (1-2 paragraphs) of the organization’s mission, primary programs and services and the results that you have you achieved for in the past three years.
3. The specific purpose for which funds will be used (1-2 sentences) including the total cost of the project and the amount you are requesting. Please include a line item income and expense budget, in-kind and cash support.
4. Specific results you are committed to achieving with this funding. What will be the primary benefit as a result of your program? Please be very specific about the level of change that will constitute success. By results we ask that you not focus on your activities or services, but rather, what people gain from them.
5. Description of the evidence-based method or approach you will use to achieve these results. Please let us know why you choose this approach and what data supports using it.
6. A description of how you will evaluate your program and document your results. (Examples of data collected should include basic demographics, numbers and populations served.)
7. Indicate if the project will continue at the end of the grant period. If so, how will it be sustained? What will be the impact of having received the grant in two years’ time?
8. Indicate if the organization has applied for other sources of funding for this project. If so, how much was requested and what is the status of the application(s)?

Attachments

Include the following additional information for your organization or the organization that will serve as your fiscal agent with your application.

* Project budget (income and expenses, including names of other funding sources)
* Current annual operating budget for the organization (income and expenses)
* Most recent audited financial statements, management letter, and notes
* IRS 501(c)(3) ruling letter
* Signed Certificate of Non-Discrimination (attached)

Community Foundation of Greater New Britain

CERTIFICATE OF NON-DISCRIMINATION\*

**The governing board of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

maintains the following policy of non-discrimination:

1. No person is excluded from agency programs or benefits because of race, color, religion, gender, national origin, ancestry, age, medical condition, disability, veteran status, marital status, sexual orientation or any other characteristic protected by law.
2. There is no discrimination on the basis of race, color, religion, gender, national origin, ancestry, age, medical condition, disability, veteran status, marital status, sexual orientation or any other characteristic protected by law with regard to hiring, assignment, promotion or other conditions of staff employment.
3. There is no discrimination on the basis of race, color, religion, gender, national origin, ancestry, age, medical condition, disability, veteran status, marital status, sexual orientation or any other characteristic protected by law on the agency’s governing body.

I certify that the practices of this organization conform to the policy of non-discrimination stated above.

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Typed or printed name of President or Board Chairperson Date

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Signature of President or Authorized Official

\*The Community Foundation of Greater New Britain will not knowingly support organizations, projects and programs that discriminate in their employment practices or delivery of programs or services on the basis of race, color, religion, gender, national origin, ancestry, age, medical condition, disability, veteran status, marital status, sexual orientation or any other characteristic protected by law. We therefore require that all grant applicants submit a signed Certificate of Non-Discrimination confirming compliance with all applicable local, state and federal anti-discrimination laws.