



Giving Circle Grant Guidelines (2024)

The [Giving Circle](#) is Centre Foundation's membership-based group of community-minded individuals who pool their resources to support dynamic programs and projects in Centre County. The group gathers and votes at an annual reception to determine which of three finalist organizations will receive a \$10,000+ grant.

Grants typically range from \$2,500 - \$15,000 and may support new or existing projects and programs that positively benefit Centre County.

Eligibility Requirements

- This opportunity is open to 501(c)(3) nonprofit charitable organizations that are registered with the Pennsylvania Bureau of Charitable Organizations unless otherwise exempt.
- Funding must be used to support programs or projects in Centre County that comply with Centre Foundation's [Nondiscrimination Policy](#).
- If selected as a finalist, one or two representatives from the applicant organization must be available to attend the Giving Circle reception on October 15.
- Organizations are eligible to receive a Giving Circle grant once every three years. (Giving Circle finalists must skip two years before re-applying.)

Timeline

- **Tuesday, July 9** – Giving Circle online grant application opens.
- **Thursday, August 22** – Deadline to submit a Giving Circle grant application.
- **Friday, September 27** – Following a round of online voting by Giving Circle members, applicants will be notified as to whether they are advancing as Giving Circle finalists on or before September 27, 2024.
- **Tuesday, October 15** – Finalists are required to attend and present seven-minute pitches to the full membership at the Giving Circle reception.

During the reception, one \$10,000+ grant and two runners-up grants will be awarded that night based on a live vote by Giving Circle members.

Additional Information

Submission: Applications must be submitted through [Foundant](#), Centre Foundation's online application portal on or before August 22, 2024. Application questions can be found at the end of this document.

Budget: The application requires a detailed budget. Please specify how requested grant funds will be used. Be detailed (i.e., 25 calculators @ \$10 each = \$250.00). You may download and use this [simple Excel budget template](#).

Limitations: The Giving Circle does not fund annual/capital campaigns, individuals, endowments, debt reduction, or projects that will be completed prior to the grant award.

Notification: Giving Circle members will review submitted applications and conduct an online vote to determine which three organizations will proceed as finalists. Applicants will be notified as to whether they are advancing as finalists by September 27, 2024, via email.

Tie-Breaking: In the event of a tie during the initial round of voting, finalists will be chosen by random selection; In the event of a tie during the final vote at the reception, there will be an additional tie-breaker vote during the event.

Grant Period: Funding from this grant must be spent by December 31, 2025.

Reporting: Organizations that receive Giving Circle funding are required to attend an Impact Celebration hosted by Centre Foundation in Summer 2025 to provide an update on the grant to the Giving Circle membership.

Foundant Grant Portal

[Foundant](#) is Centre Foundation's new grant management portal. This portal allows users to view, edit, and submit grant applications and related documents. If you already have an account, click the green button below, enter your email address and password, and click the blue "Log On" button.

If your organization does not already have an account, click the green button below and click the grey "Create New Account" button to register. For instructions on creating a new account, please view this [Applicant Tutorial](#) which includes a step-by-step guide and video demonstrations.

If you need any assistance or are unsure whether your organization already has an account, please contact Rachael Hartman at rachael@centre-foundation.org or call Centre Foundation at (814) 237-6229.

[Click Here to Access Foundant](#)

Giving Circle (2024)

Centre Foundation

Organization Information

Organization's Mission*

Character Limit: 500

Year Organization Was Founded*

Character Limit: 4

Total Annual Revenue*

What is the total revenue received by your organization in its most recently completed fiscal year?

Character Limit: 20

Organization Website

Character Limit: 100

Giving Circle History*

Was your organization a Giving Circle finalist in 2022 or 2023?

Choices

Yes

No

Request Narrative

Project Name*

Name of Project (10 words or less)

Character Limit: 100

Project Summary*

In one or two sentences, please provide a brief summary of your proposed project and the anticipated impact you hope to achieve.

Character Limit: 350

Project Description*

Please describe the nature of your proposed project in detail, including:

- What problem or issue in the community will your project address? **OR** What opportunity do you see in the community that your organization is poised to respond to?
- What are the specific activities and timeline that will be supported if this grant is awarded?
- What are the geographic area(s) of Centre County and distinct audiences that will be served?
- What other organizations or entities, if any, will be collaborating on this project?

Character Limit: 3000

Project Success*

Please describe the goals for the success of the project in detail, including:

- What are the measurable goals that could be met with this funding support?
- How will success will be measured and documented?
- How will you conduct program evaluation (numbers served, surveys, interviews, or other methods)?

Character Limit: 3000

Numbers Served*

How many people will benefit as a result of this specific project/grant funding?

Character Limit: 10

Giving Circle Grant Importance*

In one or two sentences, tell us why this grant is important to you and/or your organization's mission.

Character Limit: 350

Request Budget

The Giving Circle provides funding for three finalists: a grand prize of \$10,000 (at minimum) and two smaller grants for the runners-up. The final grant amounts vary depending on membership levels each year. Please answer questions in this section with the \$10,000 amount in mind.

Total Estimated Cost of Project*

Character Limit: 20

Project Income*

Please list all committed and anticipated sources of income related to this project. Include funding and/or in-kind contributions from individuals, corporations, governments and/or other foundations and estimated amounts below. If not applicable, type "N/A".

Character Limit: 3000

Project Expenses*

Please list all expenses related to this project, including a description of each item or service and the portion of grant funds being dedicated to that piece.

Character Limit: 3000

Optional: Upload Budget

You may upload a copy of your project budget, but you are not required to do so. Click here to download simple budget Excel template.

File Size Limit: 3 MB

Next Steps

Please review and submit your application.

Upon submission, a confirmation email will be sent to the email address you provided. If you have not received the confirmation email within a few minutes, please check your spam or junk folder.

Giving Circle members will review submitted applications and vote to determine which three applicants will advance as finalists to the October 15th reception. Applicants will be notified as to whether they are advancing on **September 27, 2024**.

If you have any questions, please contact Rachael Hartman, Centre Foundation's Community Impact Director, at rachael@centre-foundation.org or call (814) 237-6229.

To learn more about the Giving Circle, visit [Centre Foundation's website](#).