BETHANY LEGACY FOUNDATION

2025 Short Grant Application

This application is intended for requests of $50,000 or less. During this application process, only a single form needs to be submitted, and the timeline is about six weeks long.

PROJECT DESCRIPTION

1. **Project Title:** What is the title of the project you are requesting funding for?

2. **Primary Contact:** Who is the main contact of the project you are requesting funding for?

3. **BLF Pillars:** As part of our 2025-2030 strategy, BLF is focused on achieving the following outcomes. Which of the following does your project support? Select all that apply:
   a. **A Thriving Workforce**: Jefferson County is a desirable place to live and work that attracts and retains top talent
   b. **Strong Youth (0-18)**: Kids have a strong foundation and build resilience
   c. **Empowered Adults (18-65)**: Adults are healthy, educated, and productive citizens
   d. **Stable Seniors (65+):** Seniors are independent and Grow Old with Love and Dignity (GOLD)

4. **BLF Focus Areas:** In order to achieve the outcomes above, BLF is concentrating funding on the following Focus Areas. Which of the following does your project most closely align with? Select all that apply (for more details refer to grant guidelines page 3).
   a. **Childcare:** Expand access and options for quality childcare to improve outcomes for families and businesses.
   b. **Housing:** Build stability through access to quality, safe, and affordable housing.
   c. **Recreation**: Expand recreation options to promote health, connections, and high quality of life
   d. **Professional Development:** Build skills and knowledge through professional development to enhance and advance careers
   e. **Mental Health:** Build mental health resilience and healing through holistic and preventative approaches
   f. **Transportation:** Bridge distances by increasing options and access to transportation.
   g. **Social Services**: Grow social services that strengthen and empower individuals and families.

5. **BLF Grant Priorities:** Beyond supporting the Focus Areas listed above, BLF seeks projects that reflect one or more of the Grant Priorities defined in our Guidelines. Which of the following does your project most closely align with? Select all that apply.

a. **Systems Change:** lasting, structural improvements in policies, practices, or resource distribution to address the root causes of social challenges.
b. **Prevention:** a reduced or eliminated risk of negative social, economic, or health outcomes before they occur.
c. **Innovation:** the development, testing, or scaling of new and creative approaches that address social challenges more effectively than existing solutions.
d. **Collaboration:** involves multiple organizations working together towards a specific goal and/or cross-sector collaboration.
e. **Accessibility:** ensures that programs, services, and resources are inclusive, equitable, and available to all individuals, particularly those facing barriers due to disability, language, geography, income level, or other factors.
f. **Sustainability:** demonstrates the ability to maintain impact, services or benefits beyond the grant funding period.
g. **N/A**

6. **Project Summary:** Provide an overview of the project, including what success looks like. Make sure it's clear how the project supports the Pillar(s), Focus Area(s) and Grant Priority(ies) you selected above.

7. **Project Timeline:** Describe when you would like or need the requested funding by, when you anticipate starting and completing the project, or if this is part of an ongoing service. If this is a time-sensitive request, please provide that clarification.

BUDGET AND QUOTES

8. **Funding by Year:** Specify the years you are requesting funding for and the amount of funding needed for each year. If the request is only for 2025, enter your total request in 2025. The total will be automatically calculated in question 9.
   a. 2025 Requested Amount:
   b. 2026 Requested Amount:
   c. 2027 Requested Amount:
   d. 2028 Requested Amount:
   e. 2029 Requested Amount:

9. **Requested Amount:** What is the total amount of funding that you are requesting from BLF? This is automatically calculated from the amounts entered in question 8. The total request should be $50,000 or less - requests for more than that will be moved to the BLF Long Application process.

10. **Total Project Budget:** What is the total dollar amount/cost of this project? If this is a multi-year request, identify the total cost across all years of the request.

11. **Budget Attachment:** Provide a detailed budget for the entire project. This should outline all expenses, including overhead, AND all confirmed and requested sources of income, including the requested funding from BLF. Use templates provided here if needed. Click here to access the single year template. Click here to access the multiyear template.

12. **Budget Narrative:** If needed, provide a narrative for the attached budget, including explanations of revenues and expenses.

13. **Quote 1 Attachment:** Provide your first quote. BLF generally requires two quotes for work involving vendors or contractors. Click here to see guidance on quotes and allowable exceptions to the requirement for two.

14. **Quote 2 Attachment:** Provide your second quote.

15. **Quote Narrative:** If needed, provide a narrative for the attached quotes. The narrative could include the reason for only having one quote, why the more expensive quote was chosen, or disclose if a relationship exists between the vendor and applicant.

ELIGIBILITY

16. **Organization Type:** Select the type of entity that describes your organization. If you are using a fiscal sponsor, select 'Other.'
    a. 501c3
    b. Government entity
    c. Accredited School
    d. Church
    e. Other

17. **Other Type of Organization:** If your organization type is not listed above, or if you are using a fiscal sponsor, identify that here.

18. **Jefferson County Connection:** Clarify the project's relationship to Jefferson County. Preference is usually given to projects that occur within the county and have a direct impact on Jefferson County residents.
    a. The project occurs in Jefferson County and directly serves Jefferson County residents.
    b. The project is based outside of Jefferson County but will directly serve Jefferson County residents.
    c. The project is based outside of Jefferson County and will indirectly serve Jefferson County residents.

19. **Ineligible Activities:** Does the request include funding for lobbying, political campaigns, or sponsorships? – Y/N

20. **Youth Project:** If this project includes working with minors, are your staff and volunteers required to complete background checks? - Y/N/NA