



CDFA Grant Writing and Project Development Assistance in support of the Community Center Investment Program

The Grant Writing and Project Development Assistance Programs support municipalities and nonprofits with limited capacity and/or experience with planning, managing, and implementing expansive facilities and capital projects and/or limited capacity and experience preparing or submitting formal grant applications to businesses, foundations, government agencies or other funding institutions. The program will support qualifying organizations to obtain the assistance of a professional consultant who can provide project guidance and/or also develop a strong and viable project application while building enduring grant-writing knowledge and capacity.

PROGRAM OBJECTIVES

CDFA seeks to help municipalities and nonprofit organizations to advance Community Center Investment projects from [concept initiation & planning to funding & implementation](#), by providing:

1. Sophisticated technical assistance.
2. Dependable funding at the beginning phases of project development and
3. Grant writing and project development assistance in the form of grants to hire consulting support.

The Grant writing and project development assistance grants will:

- Support organizations with limited experience managing large-scale capital or facilities projects to provide comprehensive support and guidance with the planning, development, and execution of a community center initiative.
- Support organizations with limited grant-writing experience or capacity to obtain professional assistance to help develop a strong and competitive application for the CDFA Community Center Investment Program.
- Help smaller and less resourced municipalities and nonprofit organizations build skills and capacity that will serve them beyond a Community Center Investment Program application.
- Advance CDFA's goal of increasing access to resources.

CDFA defines project development assistance as support for a municipality or nonprofit organization in planning and preparing for a community center development project. The consultant will provide guidance and expertise in the project development steps.

ELIGIBILITY

An eligible applicant is a:

- Municipality; or
- Nonprofit organization with a dedicated presence in New Hampshire and certified 'in good standing' with the NH Department of Justice—Charitable Trust Division.
Applicants must have either 1) 501c3 status or 2) certification of NH nonprofit status.

PROGRAM GUIDELINES

Applicants can elect to apply for either project development or grant writing assistance or both services. CDFA considers several criteria when reviewing applications from eligible organizations, including staffing, capacity, and experience. Priority may be given to organizations that demonstrate the following:



Staffing

- All volunteer or limited staff (with limited or no development/fundraising knowledge and/or organizational planning capacity)

Experience

- Limited or no development/fundraising/grant-writing experience (e.g. capital campaign, major fundraising)
- Limited or no project development experience
- Some other barrier that creates difficulty preparing an application for the CDFA Community Center Investment Program

Capacity

- Engaged and supportive Board
- Commitment to building sustainable revenue sources, programs, and service delivery
- Commitment to expanding internal capacity for development/fundraising/grant writing
- Commitment to expanding facilities infrastructure to support community engagement

Available Funds	Up to \$2,500 per grant award for grant writing assistance and/or Up to \$7,500 per grant award for project development assistance No match is required from applicant
Application Process	Complete the simple application form and submit with current/recent operating budgets.
Deadline	Applications available beginning September 15, 2023, submission until funds are exhausted.
Review/Approval	Within twenty-one (21) days of submission date.
Consultants	CDFA to provide a list of consultants with relevant experience or propose your own.

PROGRAM CONTACT

Questions: please contact Rebecca Boisvert via rboisvert@nhcdfa.org or (603) 717-9130.