



SISTERS OF CHARITY FOUNDATION
OF CLEVELAND



Good Samaritan Program

2008 Grant Guidelines



GOOD SAMARITAN PROGRAM **2008 Grant Guidelines**

As an urban center undergoing significant economic change, Cleveland has some of the highest poverty rates in the nation. From day to day, families and individuals in our community struggle to meet their basic needs as they strive to climb out of economic poverty. While the Sisters of Charity Foundation of Cleveland devotes most of its resources to achieve long-term change in health, housing, and education, it cannot ignore the magnitude of this daily struggle for food, shelter, clothing and other basic needs.

The Good Samaritan Program responds to our community's challenge of ensuring that its residents can meet their basic needs. Inspired by the parable of Jesus calling us to be good neighbors, this program makes grants to organizations that provide necessary and immediate goods and services to individuals living in poverty. The program expresses the important value of the Sisters of Charity of St. Augustine of respecting the dignity of every individual.

Grant Amount: The amount of the grant request may be \$10,000 or less.

Eligibility: Organizations must be tax-exempt, nonprofit organizations that primarily serve residents of Cuyahoga County. Final reports for all previous Sisters of Charity Foundation of Cleveland grants must have been submitted.

If an organization has an active Good Samaritan Grant at the time of application, it must submit a Final Report or a Progress Report (if grant funds have not been fully spent) with its application for the new grant.

An organization is eligible for up to three consecutive Good Samaritan Grants. The organization must then take a one-year break before applying for a new Good Samaritan Grant.

Type of Support: Good Samaritan Grants are intended for programs that provide direct goods and services to address basic needs for individuals living in poverty. Good Samaritan grants may not be used for endowments, capital campaigns, fundraising campaigns (including annual appeals), membership drives, debt retirement, construction, or individual scholarships.

Guidance on "Basic Needs": "Basic needs" generally encompasses food, clothing, emergency shelter (including ancillary needs for that shelter such as hygiene), and transportation to access these services. Necessary goods associated with being able to find work or go to school may also be considered "basic needs." The program may also fund emergency, short-term medications or medical supplies, recognizing that the program is not intended to address systemic and substantial funding gaps in health care. Rather, the Foundation advances improvements to health care access in its health disparities focus area, including policy.

SUBMISSION DEADLINE: BY 5:00 p.m. June 2, 2008

→ Submit an electronic copy of the completed Grant Application to: ucraig@soefdncleveland.org
AND

→ Submit a hard copy (unbound), of the completed Grant Application, with required attachments and original signatures to:

Ursula Craig, Grants Coordinator
Sisters of Charity Foundation of Cleveland
Halle Building, Suite 330
1228 Euclid Avenue
Cleveland, Ohio 44115-1834

A Good Samaritan Grant application must include:

A completed **Sisters of Charity Foundation of Cleveland Application Form** with supporting documentation:

- a. Copy of IRS designation
 - b. Most recent audited financial statement
 - c. List of current Board of Directors
 - d. Current year's Organizational Budget
2. **Proposal Narrative**
 3. **Program Budget**, and
 4. **Budget Narrative** on the attached form.

Guidelines for Proposal Narrative

The Proposal Narrative may be up to 3 pages, single-spaced, exclusive of the Project Budget and Budget Narrative. The narrative should provide the following:

- I. Needs Assessment:
 - a. identify the basic need being addressed
 - b. identify the population being served
 - c. provide data to substantiate that the population needs the goods or services proposed

- II. Goal(s) of Program:
 - a. identify a clear and measurable goal(s) for the program that relate to the basic need identified
 - b. describe how these goals advance the goal of the Good Samaritan program

- III. Organizational Effectiveness:
 - a. describe the relationship between the organization and the target population (is the organization known by/does it have a track record of service to the community?)
 - b. briefly explain the organization's capacity to offer this program
 - c. identify any partners that help the organization serve this population

- IV. Program Design
 - a. describe the activities, methods and/or workplan of the program
 - b. identify the timeline for the use of funds
 - c. identify the proposed number of people served (with supporting data)
 - d. describe any additional elements of success (distinctiveness from other similar programs; "best practices" used; collaborations for added capacity)

- V. Evaluation
 - a. describe your method for evaluating this program's success

- VI. Budget
 - a. describe the proposed use of funds on the attached Budget Narrative form
 - b. describe how you will use existing resources for this program and identify any additional efficiencies regarding the use of funds

- VII. Funding
 - a. identify other funding sought for this program