



## 2025 Nonprofit Grants Program GUIDELINES

Since 2013, Bayou Community Foundation has awarded 304 annual grants totaling over \$2.6 million to qualified nonprofits serving Lafourche, Terrebonne and Grand Isle as part of the Foundation's annual competitive Grants Program.

In 2025, BCF's Grants Program will continue to fund impactful nonprofit programs that fill critical unmet needs in our service area, with special consideration of needs identified in our [2023 Community Needs Assessment](#).

All grant applications are submitted and managed through BCF's online [grants portal](#). **The deadline to apply for the 2025 Grants Program is Friday, March 7, 2025.** Applicants are encouraged to visit the portal for account login instructions and to access the application process before March 7.

### Grant Request Timeline:

The program includes a two-phase application process that is managed through BCF's online grants portal:

#### Phase 1: Letters of Intent (LOI), January 21 - March 7, 2025

Initial grant requests are accepted on BCF's online grants portal through 5:00 p.m. CST on Friday, March 7, 2025. Following this initial Letter of Intent (LOI) phase, selected organizations will be invited to participate in the second phase of the application process.

#### Phase 2: Full Grant Application, April - June 2025

Organizations selected to participate in Phase 2 of the application process will be notified by May, via email, with submittal deadline for applications expected in June 2025. Organizations not selected to move on to the second phase will be notified as well.

**Grants Awarded by August 30, 2025, to fund programs through July 31, 2026.**

### Eligibility:

Federally approved tax-exempt 501c3 nonprofit organizations and other tax-exempt public education/government institutions in good standing serving residents of Lafourche Parish, Terrebonne Parish, and/or Grand Isle are eligible to apply. "Good standing" means that the IRS currently acknowledges the organization as tax exempt and state registration is current.

Grants are made to eligible organizations located in or serving Lafourche, Terrebonne and/or Grand Isle. Organizations must have local leadership in the form of a board or directors or advisory committee, local financial support and local program management and accountability. In the case of a nationally, statewide or regionally sponsored organization, no portion of the grant can be used to support the national, state or regional entity.

**Applicants must be operational with services provided in Lafourche, Terrebonne and/or Grand Isle for at least one full year by March 7, 2025. Only one grant request will be accepted from each organization (based on Employer Identification Number).**

## **Grants Program Description:**

Grants will fund the delivery of new, continuing, or expanding nonprofit programs that address critical community needs in Lafourche, Terrebonne and/or Grand Isle.

Special Consideration will be given to programs addressing needs identified in BCF's 2023 Community Needs Assessment, such as but not limited to:

- Housing affordability, availability, homelessness
- Mental and Behavioral Health
- Substance Use Disorder
- Food insecurity and Quality Nutrition
- Enrichment and other services for at-risk youth
- Early Childhood education
- Workforce development/training
- Health equity/access to health care
- Nonprofit Collaboration and Integrated Community Resources

To be considered, programs must serve residents within Lafourche, Terrebonne and/or Grand Isle. Grants will not be awarded to support programs outside of these specific communities.

### **Maximum Grant Requested Accepted: \$25,000**

Applicants may receive partial funding for their request. Applicants are encouraged to thoughtfully consider the amount requested and develop a budget rationale that accurately corresponds with the proposed project. Applicants will be required to submit an itemized budget to justify grant request in Phase 2 of the application process.

### **Grant funding period is August 1, 2025– July 31, 2026.**

Grants may fund tools, equipment, supplies, resources, capital improvements and other measurable costs necessary for the delivery of a nonprofit program.

In 2025, grants may also fund the delivery of programs that serve residents impacted by Hurricanes Ida or Francine, or programs that fill a need related to Hurricanes Ida or Francine impacts.

Grants are not intended to fund:

- General operating expenses
- Capital or operational debt reduction
- Political campaigns or activities
- Religious activities (proselytizing)
- Fund-raising events
- Endowments
- Scholarships
- Direct funding to individuals
- Scientific/medical research
- Programs serving only members of private clubs/organizations/institutions

**Mid-Year and end-of-year reports will be required of all grantees.**

## **Requests from Food Banks, Pantries and other Food Distribution Programs:**

Food banks, pantries and other nonprofit organizations applying for a grant to fund food distribution programs will be asked to answer additional questions on the Initial Grant Request form (LOI) and Full Application.

Special consideration will be given to requests from applicants that:

- Are a partner agency of a regional or national food distribution network that provides donated food; and/or regularly receive donated food from local retailer(s) or other donated food sources;
- Utilize an income qualification system; and
- Utilize a system to manage and monitor distribution to clients.

If the funding request is for product purchases, applicants will be asked to explain why/what additional food purchases are needed beyond the donated product, and the gap that this grant funding will fill to meet the needs of the clients served.

BCF will also consider funding requests for infrastructure to support the administration of food distribution programs, such as storage solutions, equipment, refrigeration units, technology or other resources or systems that enhance their capacity to distribute food efficiently and effectively.

This process is designed to support local food banks, pantries and other organizations working to address food insecurity and fill critical gaps in food distribution, while also promoting partnerships, maximizing current resources, and strengthening the overall effectiveness of the food distribution network in our region.

## **Application Review Considerations:**

This is a competitive grants program. Grantees selected, the number of grants awarded and grant amount awarded to each recipient are at the discretion of the Bayou Community Foundation Grants Committee and Board of Directors, and dependent on BCF funds available.

Grant evaluations and decisions are based on merit and completeness of request/application, critical need addressed, population served, overall impact of grant, demonstrated funding need, and justification of grant budget, among other considerations. An organization's BCF grant funding history and previous grant reports may also be considered by the grants committee during evaluation.

Special Consideration may be given to applicants that:

- Serve a significant population in high need or address a high need in the community, such as needs identified in BCF's 2023 Community Needs Assessment;
- Partner/collaborate on the grant request or program execution with other organizations having similar missions in our region;
- Rely primarily on local charitable donations and grants for funding, as compared to millages, dedicated tax revenue, or government appropriations;
- Exhibit strong leadership at the staff and Board level including fund development support from Board members;
- Demonstrate sound fiscal management;
- Maintain a public office or service location in Lafourche, Terrebonne or Grand Isle;
- Operate primarily in the local region rather than statewide or nationwide; and/or
- Participate in BCF workshops, conferences and other nonprofit development opportunities;
- Leverage funds and in-kind support, such as using "seed" money, "match" and "challenge" grants and funds from multiple sources.

Grant requests and subsequent application are evaluated based on criteria such as, but not limited to:

- Does the program and/or organization meet eligibility requirements and is it aligned with BCF's grants program description?
- Does the program address a clearly articulated need? Are realistic goals identified? Is the program proposed for the grant well thought-out and strategic?
- Does the program and/or organization have a track record of success?
- Is the grant request clear and realistic, and is it directly linked to program objectives?
- Does the grant budget clearly justify the grant request?
- Would a grant from BCF make a significant positive impact on need to be addressed?
- Are there other appropriate and/or significant resources for program funding?

### **Grant Modification Requests:**

If/once grant is awarded, if grantee is unable to use the grant funding as initially requested, Bayou Community Foundation may consider modifications such as:

- Extension of the grant period to permit additional time to complete supported activities.
- Reallocation of funds to permit spending in a manner different than that described in the original budget.
- Rollover of funds from an older BCF grant into a newer grant given for the same purpose.
- Transfer of grant funds from the original grantee to another organization.

Grantees must obtain advance written approval from the Bayou Community Foundation for these and other material changes.

Grantees should also promptly inform the Bayou Community Foundation in writing of significant changes in project staffing, organizational leadership, scheduling, or budgeting, when such changes occur during the grant period. The Bayou Community Foundation reserves the right to suspend the use of grant funds if the change is considered material to the success of the grant.

### **Grant Making Nondiscrimination Policy:**

No person in the United States shall, on the basis of actual or perceived race, creed, color, ethnicity, national origin, religion, sex and gender identity, sexual orientation, gender expression, age, physical or mental ability, pregnancy, veteran status, military obligations, marital or parental status, political affiliation, or any other improper criterion be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with funds made available by the Bayou Community Foundation, and any other program or activity funded in whole or in part with funds appropriated for grants, cooperative agreements, and other assistance administered by the Bayou Community Foundation.

**By Submitting a proposal, you give the Bayou Community Foundation permission to share your application details with other interested individual donors who are interested in funding or co-funding with the Foundation.**

### **Questions?**

**Contact Community Impact Officer Kati Callais at (985) 219-0046 or [Kati@BayouCF.org](mailto:Kati@BayouCF.org)**