

Meet the Moment Grants Information Session

May 7, 2025

Meet the Moment Initiative

Information and Registration at

www.delcf.org/meet-the-moment

Contingency Planning in the Wake of Federal Policy Changes – Webinar, April 15, 16 & 21

Session Sponsor – DANA Conference May 1:
When the Money Moves: Strategic Scenarios for Evolving Funding Landscapes

Future-Proof Your Nonprofit: Scenario Planning for Uncertain Times

In-person Workshop for Senior Leadership –
Six in April and May

Meet the Moment Grants – Up to \$20,000 per organization.

Purpose

- Support Delaware nonprofits
- Grants of up to \$20,000 to adapt to shifting funding landscapes and build long-term resilience
- Explore and implement opportunities to adapt to shifting federal funding landscape, as these shifts impact organizational missions and impact
- NOT intended to replace federal funding or cover emergency gaps in funding
- NOT intended to fund projects or programs that are already planned or that are not in response to the current shifting landscape

Examples

- Contingency planning (immediate-term/urgent): Plan response to crisis
- Scenario planning: To understand potential scenarios and develop strategies to adapt
- Financial forecast: Hire a financial professional to create a financial forecast and/or explore new revenue models
- Storytelling: Develop a messaging plan to help your organization in fundraising, advocacy, and/or volunteering
- Board Engagement: Develop emergency protocols, create crisis communication, plan to increase networks and community support
- Merger or Closure: These unprecedented times may present the need for a merger or closure of your organization. Request funding to assist in the planning or initial steps in this process.

Eligible:

- 501(c)3 public charities
- Organizations serving Delaware
- Direct impact of shifting federal landscape
- Readiness for planning or implementation

Grants cannot be used for:

- Emergency funding
- Purchase of office equipment, furniture or standard office expenses
- Sports clubs, leagues or facilities
- Public or tuition-based educational institutions, or institutions of higher education
- Purchase or rental of vehicles
- Endowments
- Religious organizations for sectarian purposes
- Annual fundraising campaigns
- Individuals
- Special events
- Debt reduction

Process & Schedule

Application Process:

- Must be submitted online using the grant portal
- One application per organization

Schedule:

- Application deadline: May 30th
- Application Review: June
- Notification of funding: Early July
- Disbursement of grant: Mid July
- Final report

Review Process

- DCF staff reviews for completeness and alignment with purpose
- Grants Committee – includes DCF staff, Board, and other volunteers
 - reads and evaluates the proposal
- The full committee meets to make funding decisions
- DCF Board Approval
- Payments processed and paid by ACH

Applying Online

The screenshot shows a web browser window with the URL <https://www.grantinterface.com/home/login?runkey=delcf>. The browser's address bar and tabs are visible at the top. The page features the DCF logo and tagline "Engaging Communities, Empowering Giving™". The main heading is "Login Page". Below this, there are two input fields: "Email Address*" with the value "sgrunewald@delcf.org" and "Password*" with masked characters. To the right of these fields is a "Log On" button and a "Create New Account" button. Below the "Log On" button is a link "Forgot your Password?". To the right of the login fields, there is a grey box containing the following text:

Welcome to the Delaware Community Foundation's online grant portal.

New Users: Please click on "Create New Account" to complete the registration process and create your login credentials.

Existing Users: Please enter your credentials and log in. If you forgot your password, please use the "Forgot your Password" link to the left to reset your password.

Not Sure? If you think that you or someone at your organization has already registered in the system, do not create a new account. Please contact Kelly Sheridan at ksheridan@delcf.org to receive your username.

Foundant Login Page

Applying Online

are Community Foundation



Apply

Applicant Dashboard

Public Profile

Applicant:

Mrs. Molly Applicant
mollyapplicant@invalid.email.com
[555-555-5555](#)
398 60th Street
Bozeman, MT 59718



Organization:

Example Organization
[13-1635295](#)
[555-55-5556](#)
398 60th Street
Bozeman, MT 59718

[Contact Email History](#)

If your organization information does not appear correct, please contact the funder. Thank you.

Active Requests **5**

Historical Requests **1**

▼ New Desks

Process: Example Process -Joyce

LOI	Submitted	09/24/2018
Application	Assigned	09/24/2018
Decision	Undecided	

[View LOI](#)

[Edit Application](#)

The Application

Organization Information

- Organization Name
- EIN
- NTEE Code
- Mission Statement
- Organization Website
- Annual Operating Budget

The Application

- **Funding Request:**
 - Identify what the grant funding will be used for, in a simple, few-word description. For example, Scenario Planning, Developing a Storytelling Strategy, or Exploring Alternative Revenue Models
- **Amount Requested, Maximum Request:** \$20,000
- **Full Costs of Requested Project:**
 - Please share the total budgetary costs for the request. For example, you have requested \$15,000 for financial modeling but the full cost of the work is \$30,000.

The Application

- **Organizational Challenges:**
 - Describe the uncertainties in the current environment that impact your organization delivering on its mission, and the challenges you are seeing as you work to navigate and adapt. Please note impacts to your organization internally as well as the community it serves.
- **Proposed Plan to Address Challenges:**
 - Details on the plan to address the challenges you laid out, which would be supported through this funding. Include the anticipated outcome(s) and how you will measure progress.
- **Organizational Readiness:**
 - Readiness tool, next slide

Project Specific Capacity	What is needed to make this project happen?	Supplemental Details	Disagree	Partially Agree	Strongly Agree	Unsure
Project Specific Knowledge & Skills:	We have sufficient abilities on staff to do the project or have identified a consultant who has the needed expertise. [add column where they would identify who this is]	<i>In this section, identify who has the expertise to do the project.</i>				
Champion	There is an identified champion for this effort at the organization or on the board. [identify person and role in new column]	<i>In this section, identify the champion for this effort.</i>				
Supportive Environment	We have the necessary support, processes and resources to carry out this project.					
Interorganizational Relationships	We have the necessary relationships between organizations to support this project.					
Intra-organizational Relationships	We have the necessary relationships within the organization to support this project.					
Board Support?	We have the support of the Board to carry out this project					
Sufficient Staffing and Financial Resources	If we were to receive this grant, we would have sufficient staffing and financial resources to complete this project.					

The Application

Required Attachments

- Project Budget
- Organization Budget
- Board of Directors List
- IRS Determination Letter

The Application

Payment Processing

- Authorization of Payment
- Voided Check or Letter from Bank
- Signature

The Application, Rubric

- **Organizational Challenge:**
 - The challenge is described clearly, including a clear understanding of impacts both internal to the organization as well as to the community and constituency served.
- **Proposed Plan to Address the Challenge:**
 - The plan to address the challenges the organizations face is realistic, achievable, and measurable. There are clearly articulated outcomes and benchmarks to measure progress. There is consideration of the appropriate stakeholders – both internally and externally – to engage and the impact directly correlates to meet the organization challenges.
- **Organizational Readiness:**
 - Using the readiness tool, the organization clearly demonstrates their readiness to complete the plan. Including but not limited to board alignment and engagement, an identified champion, a clear supportive environment and more.

Other Resources

- **Hook PR: Marketing and Storytelling workbooks -**
<https://hookpr.com/tips>
- **DANA Resources:**
 - AAA Scenario Planning Toolkit and the assortment of resources
 - <https://delawarenonprofit.org/nonprofit-sustaining-strategies/>
 - [DANA AAA Scenario Planning May 2025.pdf](#)
 - DANA will host webinars to explain the toolkit and resources on the following dates, register on their website:
 - [May 14th at 5:00 pm](#)
 - [May 16th at 9:00 am](#)
 - [May 23rd at noon](#)

For Further Information

Contact Yolanda Rushdan, Senior Program Officer for Community Impact at 302.504.5239

Grant programs open and opening soon – check www.delcf.org/grants for updates and details.

Questions?