



**Mission** The St. Joseph Community Health Foundation, sponsored by the Poor Handmaids of Jesus Christ, stewards resources to:

- Respond** to community needs with grants;
- Leverage** collaboration with community partners;
- Engage** in transformational initiatives.

We serve the poor in body, mind and spirit to achieve quality health and wellness, focusing on the community of Allen County, Indiana and may respond to needs among other underserved populations.

## 2021 GRANT GUIDELINES

**APPLICATIONS FOR GRANTS OF \$5,000 OR MORE ARE DUE BY MARCH 1 & SEPTEMBER 1, 2021**

### ELIGIBILITY

- Applicants should be 501(c)3 non-profit organizations, focus on residents of Allen County, Indiana, demonstrate that at least 51% of their clients are very low income, and have a demonstrated history of serving vulnerable populations.
- Applicants are encouraged to learn more about the values of the St. Joe Foundation at [sjchf.org](http://sjchf.org).

### WHAT WE FUND: IMPACT AREAS

**Prenatal & Infant Care** Funding to enable pregnant women, new fathers, and infants to have access to free or low-cost quality care and resources for a healthy pregnancy, birth, and first year of life. ([Learn more at sjchf.org](http://sjchf.org))

**Nutrition & Food Insecurity** Funding to both provide vulnerable, food-insecure individuals with access to nutritious food with dignity, and empower them to build their own sustainability. ([Learn more at sjchf.org](http://sjchf.org))

**Access to Quality, Affordable Healthcare** Funding to support lower income and uninsured residents to have access to free or low-cost, quality healthcare, enabling them to improve their health and hope for their future. ([Learn more at sjchf.org](http://sjchf.org))

**Refugees & Immigrants** Funding for programming that supports immigrants being welcomed with dignity and assisted in accessing healthcare and other critical resources. ([Learn more at sjchf.org](http://sjchf.org))

**Partners with the Spirit** Funding to Respond to God's Call to partner with the Spirit, consistent with the charism of Saint Katharina Kasper and tradition of the Poor Handmaids of Jesus Christ. Grant requests are by invitation only from the Foundation. ([Learn more at sjchf.org](http://sjchf.org))

### RESTRICTED FUNDS:

**Medical Equipment** The Frederick J. Pfeiffer Fund is for capital improvements, or acquiring medical or surgical equipment. Grants typically range from \$1,000 to \$10,000. ([Learn more at sjchf.org](http://sjchf.org))

**Burn Care and Prevention** The Burn Care and Prevention Fund is for the improvement of the overall readiness of the community in burn care and burn prevention. ([Learn more at sjchf.org](http://sjchf.org))

### Contact staff to discuss your proposal idea or how to apply:

347 West Berry St., Suite 101  
Fort Wayne, IN 46802  
260.969.2001  
[sjchf.org](http://sjchf.org)

Meg Distler, Executive Director  
[mdistler@sjchf.org](mailto:mdistler@sjchf.org)

Grants Coordinators:  
Amy Saleik  
[asaleik@sjchf.org](mailto:asaleik@sjchf.org)  
Marla Rust  
[mrust@sjchf.org](mailto:mrust@sjchf.org)

### The St. Joe Foundation will consider requests for:

- Program & operating support
- Program-related equipment
- Staff continuing education
- Technical assistance
- Matching funds

Grant applications will **not** be accepted for:

- Building projects
- Elimination of deficits
- Political activities
- Individuals
- Projects already completed

# APPLY FOR A GRANT OF \$5,000 OR MORE

A link to the required online grant application is located on the Foundation's website at [sjchf.org](http://sjchf.org)

## PROGRAM OVERVIEW

- Amount requested
- One-sentence description of grant request
- Select the primary grant impact area
- Date funds needed
- Indicate if you would like to be considered for two-year funding for this grant
- Advise if your organization's Executive Director/CEO authorized this application
- Unduplicated number of individuals proposed to be served by this program, as a result of this funding
- Describe the individuals served by the program, including zip code of residence, race, and primary language spoken
- Percent or number of low income/poor served
- Criteria used to define low income
- Number of services/visits provided by program annually
- How do you measure outcomes related to hope? How do you measure outcomes related to your clients' sense of purpose and wellbeing?

## ORGANIZATION INFORMATION

- Organization mission statement
- Overview of organization's history, values, staffing, programs, and recent distinctions
- Have there been collaborative and/or innovative strategies used in the past two years that have had a transformational impact on the clients, staff, and/or agency? How have you adapted or innovated your operations to serve clients during COVID-19 and throughout 2021?
- Do you have a client database that tracks socio-economic factors, including zip code of residence, race, and primary language spoken?
- What has been the impact of COVID-19 on your agency's 2020 operating budget (revenues and expenses)? What are your projected agency budget shifts for 2021?
- Have you applied for financial relief from the Payroll Protection Program, the CARES Act, or other government-funded streams as a result of COVID-19 in 2020 or 2021? Explain any significant changes in funding and/or grants.
- How have your programs and staffing been affected due to COVID-19? Explain any shifts in 2021.

## PROGRAM DESCRIPTION

- Explain the proposed program's relevance to your organization's work and how it advances one of the Foundation's Impact Areas. Visit [sjchf.org](http://sjchf.org) for more information on the Impact Areas.
- Describe the issue(s) to be addressed within one of the Foundation's Impact Areas, including emerging and

underlying needs, conditions, and available community resources. Provide data on the population to be served and the documented need, if available. If requesting funding for medical equipment, provide a description of the equipment.

- Describe how the target population is financially and otherwise vulnerable.
- Describe your organization's staffing expertise and capacity to serve the target population.
- Explain how the target population is engaged to help decide how to improve their health, and empowered as a result of your program to live a healthier, better life. Include if family, community, neighborhood, local church, or other supports are involved to help a client.
- List the top two desired outcomes of the program. Explain how you plan to measure your effectiveness in achieving those outcomes.
- Describe the implementation plan for this program, including staffing qualifications, timeline, resources, and use of "best practice" program models.
- If the program is successful, identify strategies to replicate the program, stay abreast of new innovations and research, as well as identify additional revenue streams that might enable you to reach more individuals.
- Total program budget amount
- Program budget and budget narrative

## ATTACHMENTS

- List of board members with their professional affiliations. Please advise how frequently the board meets and if minutes are kept.
- Most recent 990 filed with the IRS
- Most recent audit (If you do not have an audit, upload a document that explains your board's expertise and procedures to ensure financial stewardship.)
- Audit management letter
- Organization's current operating budget with revenues and expenses
- Organization's current year budget vs. actual with revenues and expenses (if you are at least six months into your fiscal year at the time of submission)
- Organization's previous year budget vs. actual with revenues and expenses
- Job description (if requesting funding for at least 75% of a specific position)
- MOU/MOA (if this application represents a collaboration)

**We may contact you during our review process to clarify information in your application or request additional information. You can expect to receive a funding decision within 90 days of the grant deadline.**