

## **Eckerd Family Foundation Guidelines on Capital Grants**

A capital grant is defined as a request to support a specific financial goal within a specified period of time for one or more major special projects such as the construction of a facility, purchase of equipment or support of an endowment. This guideline specifically relates to facilities and equipment.

A capital project should accomplish more than building a building or providing equipment to support a program. It should strengthen the organization's base of support and ultimately, its ability to effectively carry out its work. The items listed in these guidelines should be carefully considered. Each point will be reviewed with a prospective applicant during the application process.

In considering whether to invite and fund a capital request, the foundation considers the following:

A. Mission related:

There must be a direct, clear and substantial relationship between the capital project and the foundation's mission and priorities. The foundation has narrowed its focus to particular groups of vulnerable youth and their families. By way of example, projects that benefit society generally, however worthwhile, are not candidates for consideration and a grant that would not ordinarily be considered for programmatic support will not be considered for a capital award.

B. Organizational criteria:

- The demand for programs and services are stable or increasing and are responsive to a well-documented need that dictate need for a new/improved facility.
- There are existing, measurable program accomplishments.
- A new facility will increase the capacity, effectiveness, efficiency, quality and/or success of the applicant program.
- There is effective board, administrative and program staff leadership in place.
- There is a track record of at least two years that substantiates ability to sustain quality programs and services.

C. Capital campaign considerations:

- A campaign goal with a firm dollar amount has been established.
- A campaign strategy is in place that builds on the organization's fundraising strengths, addresses its fundraising weaknesses and plans for retaining and sustaining donors afterwards.
- The campaign is volunteer driven.
- A timeline and budget are established.

- A contingency plan is established if the goal is not met.
- The amount that has already been raised is reviewed.
- 100 percent of the board of directors have given or pledged.

D. Building considerations:

- The scope of the project has defined-cost estimates, based on architectural plans.
- The proposed facility has been designed to meet current and future needs.
- The facility equals or exceeds the standard for similar buildings.
- The project is appropriately sized relative to the organization and the program to be housed.
- The facility is cost effective.
- There is a financial, staffing and management plan for operation of a new facility.
- Regulatory approvals are in place or imminent-delays in construction due to certificate of need, zoning, etc can dramatically impact costs.
- Purchase agreements or options are in hand for real estate.

E. Amount:

- The foundation will ordinarily offer match or challenge funds up to 25 percent of the established campaign goal. A deviation from this guideline will be rarely considered and only when the project presents a compelling and unique opportunity.
- The foundation's support will not ordinarily represent the largest gift in support of the campaign. The amount requested should be structured to generate the greatest leverage to bring the campaign to a timely, successful conclusion.

F. Evaluation:

The foundation requires that the organization have in place a method by which it can measure the impact of the capital grant on the organization. How will the organization determine whether the capital project will promote the organization's mission and ability to effectively carry out its work? Information gained from this process is separate and distinct from an evaluation of the impact of the grant as a match or challenge accomplishment.