

CHARLES STEWART MOTT FOUNDATION



PROGRAM  
GUIDELINES

F L I N T   A R E A

MAY 2008



# FLINT AREA PROGRAM SNAPSHOT

**Mission: To foster a well-functioning, connected community that is capable of meeting the economic, social and racial challenges ahead.**

## Arts, Culture and Education

---

- Goal** To support education, arts and cultural institutions as critical forces for positive change and key determinants of the community's quality of life and economic well-being.
- Objectives** **Arts and Culture.** Strengthen the capacity and broaden the participation base of Flint area arts and cultural institutions.
- Education.** Improve the quality of education for Flint area students; and encourage Flint's development as a regional center of higher education while broadening the user base.

## Community Revitalization and Economic Development

---

- Goal** To support efforts that improve local governance, regional cooperation, community participation and the Flint area's economic vitality.
- Objectives** **Housing and Neighborhoods.** Support community development activities that promote affordable housing and livable neighborhoods.
- Workforce Development.** Support innovative strategies that increase the employment of Flint area residents who face multiple barriers to good jobs in the regional labor market
- Economic Development.** Help Flint build a strong and vibrant regional economy.

## Special Initiatives

---

- Goal** To respond to critical opportunities and/or issues that have the potential to improve significantly the quality of life in the Flint area.
- Objectives** **Philanthropy/Nonprofit Sector.** Strengthen and support philanthropy and the nonprofit sector in Genesee County.
- Race Relations.** Increase opportunities for dialogue, action and civic engagement around issues of race and ethnicity.
- Children and Families.** Respond to critical and timely opportunities to strengthen supports for local families and their children.
- Special Opportunities.** Identify critical issues, seize special opportunities and incubate new program areas.

## TABLE OF CONTENTS

Introduction	<b>1</b>
Mission and Program Areas	<b>2</b>
I. Arts, Culture and Education	<b>3</b>
II. Community Revitalization and Economic Development	<b>4</b>
III. Special Initiatives	<b>5</b>
Application Procedures	<b>7</b>

## INTRODUCTION

The Charles Stewart Mott Foundation is a private, nonprofit foundation established in 1926 in Flint, Michigan. Our grantmaking is organized primarily in four programs: Civil Society, Environment, Flint Area and Pathways Out of Poverty.

This booklet outlines our current interests under the Flint Area program.

Our Web site (Mott.org) offers updated information on grantmaking interests, funding availability, grant eligibility and application procedures. In-depth information about all grants is posted in a fully searchable database. Information about all Mott publications, including how to order, is also available.

Charles Stewart Mott Foundation  
Mott Foundation Building  
503 S. Saginaw St., Suite 1200  
Flint, MI 48502-1851

Web site: Mott.org  
e-mail: [info@mott.org](mailto:info@mott.org)  
Phone: 810.238.5651  
Fax: 810.766.1753  
e-mail for publications: [publications@mott.org](mailto:publications@mott.org)

## MISSION & PROGRAM AREAS

- ▶ **The mission of the Flint Area program is to foster a well-functioning, connected community that is capable of meeting the economic, social and racial challenges ahead.**

Charles Stewart Mott began this Foundation in 1926 in his home community of Flint, Michigan. Our decades-long partnership with Flint and Genesee County has been the genesis of many of our current national and international program interests. Conversely, the greater Flint area benefits greatly from lessons learned through our national and international grantmaking.

Today, the Foundation seeks to collaborate in projects that address new challenges and show promise of long-term, positive impact for the greater Flint community. The program consists of three grantmaking areas:

- I. Arts, Culture and Education
- II. Community Revitalization and Economic Development
- III. Special Initiatives

The first two areas are designed to nurture systemic change and a healthy regional economy through projects that, when sufficiently demonstrated and properly leveraged, can serve as catalysts for meaningful improvements to the area's quality of life. The third area allows us to take advantage of special opportunities, respond to emerging community needs or explore potential new grantmaking strategies.

**Funding for unsolicited proposals is limited throughout the program. Those interested in applying for funding are strongly encouraged to submit letters of inquiry instead of a full proposal. See Application Procedures, page 7, for further information.**

# I. ARTS, CULTURE & EDUCATION

<b>Goal</b>	To support education, arts, and cultural institutions as critical forces for positive change, and key determinants of the community's quality of life and economic well-being.
<b>Objectives</b>	<p><b>Arts and Culture.</b> To strengthen the capacity and broaden the participation base of Flint area arts and cultural institutions.</p> <p><b>Education.</b> To improve the quality of education for Flint-area students, and to encourage Flint's development as a regional center of higher education while broadening the user base.</p>

## Funding priorities for Arts and Culture

Active engagement in the arts and cultural experiences can be an effective tool for revitalizing cities and enriching school curriculums. Cultural institutions often serve as safe and neutral settings for residents to engage in dialogue and community planning, thereby becoming trusted centers for community life.

To nurture a vibrant arts community, we:

- Make capital, program and endowment grants to build the capacity of the institutions within the Flint Cultural Center;
- Support community-based projects by smaller arts and cultural organizations, using the arts as a component of economic development or civic engagement initiatives; and
- Fund schools and other organizations to improve arts education and opportunities for young people.

## Funding priorities for Education

Students attending the Flint Community Schools are of special interest and concern in our overall funding for local education initiatives.

### Community education

Before- and afterschool programming, also known as community education, has been an area of particular interest to us locally, nationally and internationally for many years.

As part of an overall effort to improve the quality of education for students in Genesee County, we:

- Fund school-based community education activities that provide academic support and productive activities for children and young people; and

- Support efforts to build the capacity of these programs and their staff, evaluate program quality and effectiveness, and diversify their participation and funding base.

Funding in this area currently is directed toward support for Bridges to the Future, a countywide before- and afterschool program.

### Higher education

Flint’s institutions of higher education are major “centers of strength” for the community. These four colleges and universities serve as powerful resources to assist in the region’s economic and civic recovery efforts.

Our grantmaking focuses on:

- Providing capital, endowment, planning and programmatic support to build the capacity of local colleges and universities to serve increasingly diverse student populations.

On a more limited basis, funding is available for college preparation, curriculum development for non-traditional students, and academic and social support systems for minority and low-income students.

## II. COMMUNITY REVITALIZATION & ECONOMIC DEVELOPMENT

<b>Goal</b>	To support efforts that improve local governance, regional cooperation, community participation and the Flint area’s economic vitality.
<b>Objectives</b>	<p><b>Housing and Neighborhoods.</b> To support community development activities that promote affordable housing and livable neighborhoods.</p> <p><b>Workforce Development.</b> To support innovative strategies that increase the employment of Flint area residents who face multiple barriers to good jobs in the regional labor market.</p> <p><b>Economic Development.</b> To help Flint build a strong and vibrant regional economy.</p>

### Funding priorities for Housing and Neighborhoods

While the demand for quality housing for low- and moderate-income families outstrips the supply in Flint, there is a reluctance to invest in new housing ventures in the city.

Our funding is targeted toward projects that:

- Increase the range of affordable housing options available for Flint area residents; and
- Improve the capacity of local units of government and community-based organizations to address collaboratively housing and neighborhood improvement needs.

## Funding priorities for Workforce Development

Our funding is targeted toward efforts to:

- Increase the access of low-income and disadvantaged Flint residents to high-quality skills training programs;
- Increase the capacity of the regional workforce development system to place disadvantaged residents in jobs with family-supporting wages; and
- Provide labor-market analysis, technical assistance and support for collaborative ventures to improve the local workforce development system.

Funding also targets collaborative approaches with academic and governmental job training and initiatives.

## Funding priorities for Economic Development

Economic development in the Flint area, particularly in the central city, continues to be hampered by poor public perception of the area as well as a lack of regional cooperation by local units of government, which often lack the capacity to plan for regional economic growth.

To counter this trend, our funding targets projects that work to:

- Increase the capacity of local organizations to make contributions to regional economic planning and growth;
- Provide sound data and research to inform regional and economic decision making; and
- Continue to support efforts to revitalize Flint's downtown.

## III. SPECIAL INITIATIVES

<b>Goal</b>	To respond to critical opportunities and/or issues that have the potential to significantly improve the quality of life in the Flint area.
<b>Objectives</b>	<p><b>Philanthropy/Nonprofit Sector.</b> To strengthen and support philanthropy and the nonprofit sector in Genesee County.</p> <p><b>Race Relations.</b> To increase opportunities for dialogue, action and civic engagement around issues of race and ethnicity.</p> <p><b>Children and Families.</b> To respond to critical and timely opportunities to strengthen supports for local families and their children.</p> <p><b>Special Opportunities.</b> To identify critical issues, seize special opportunities and incubate new program areas.</p>

### **Funding priorities for Philanthropy/Nonprofit Sector**

We place emphasis on grants that build the financial and programmatic capacity of the local community foundation, as well as other area nonprofit organizations.

Nonprofit organizations interested in increasing their organizational effectiveness should be aware of the BEST (Building Excellence, Sustainability and Trust) nonprofit capacity building project ([www.bestprojectonline.org](http://www.bestprojectonline.org)), funded jointly by the C.S. Mott Foundation, Ruth Mott Foundation, Community Foundation of Greater Flint and United Way of Genesee County.

### **Funding priorities for Race Relations**

Our grantmaking focuses on efforts to develop leadership and collaboration among local nonprofit organizations on issues of race and, on a limited basis, provide ongoing opportunities for race relations training for individuals.

### **Funding priorities for Children and Families**

Our grantmaking focuses on gaps in health care and human services for local families, particularly children.

### **Funding priorities for Special Opportunities**

Grantmaking generally is reserved for large-scale projects involving a number of funding partners, projects that leverage significant support from public or governmental sources, or innovative projects that require temporary assistance.

# APPLICATION PROCEDURES

## What we fund

The Mott Foundation makes grants in the U.S. and, on a limited geographic basis, internationally. Grants outside the U.S. are made only in the Civil Society and Environment programs.

All prospective applicants should review the mission, program areas and geographic range described in this booklet or on our Web site ([Mott.org](http://Mott.org)) before making initial contact. **To determine if funding currently is available within a specific program area, please check our Web site.** The site also offers updated information on grantmaking interests, grant eligibility and application procedures.

Our grantmaking is carried out in three ways:

- We request proposals from organizations with which we have been in contact.
- We send out occasional requests for proposals (RFPs) that address a specific issue or area of interest.
- We accept unsolicited requests for projects that fall within our program priorities and guidelines.

**Because available funding is limited, letters of inquiry are strongly preferred for unsolicited ideas or projects.** Such letters should include a brief description of the project, the funding needed and the time period. **Detailed information about submitting a letter of inquiry and applying for funding online can be found on our Web site, [Mott.org](http://Mott.org).**

Both general-purpose and project-specific requests are considered. In addition, both single- and multi-year proposals are acceptable.

Our median grant size is in the \$100,000 range. The majority of our grants are between \$15,000 and \$250,000 annually.

## What we do not fund

We observe the following limitations:

- No grants or loans to individuals.
- No grants (except in the Flint area) for capital development, research, project replication or endowment unless these activities grow out of work already being funded by Mott.
- No grants for religious activities or programs serving specific religious groups or denominations. However, faith-based organizations may submit inquiries if the project falls within our guidelines and serves a broad segment of the population.

- No grants (except in the Flint area) for local projects unless they are part of a Mott-planned national demonstration or network of grants.
- No grants for projects that duplicate, or significantly overlap, the work of federal, state or local governmental agencies.
- Film and video projects, books, scholarships, and fellowships rarely are funded.

## How to apply

### Letters of Inquiry

As noted earlier, **we strongly prefer that unsolicited requests be made through letters of inquiry.** Detailed information about submitting a letter of inquiry and applying for funding online can be found on our Web site, Mott.org. To submit a letter of inquiry by mail, please follow the Web guidelines. A budget is not necessary in a letter of inquiry.

### Full, Formal Proposals

If your letter of inquiry receives a favorable response, please follow this checklist for what should be included in a formal proposal:

- A cover letter, detailing the amount of money requested and the grant period, signed by the individual responsible for signing grant contracts on behalf of the grant applicant.
- A project description, including an explanation of why the project is needed, who will be served and what will be accomplished.
- A documented line-item expense budget and a revenue budget, showing all projected sources of funds for the project over the proposed grant period. **(A budget template is available on our Web site's toolbox.)**
- A plan for financial and programmatic sustainability of the project.
- A plan for evaluation and dissemination of the project's results.
- Information about the organization seeking funds, including names and titles for key staff, names and professional affiliations for members of the board of directors, legal classification, history, and recent accomplishments. **For U.S. organizations, proof of tax-exempt 501(c)(3) status by the IRS is required. Other financial and organizational information (described below) is required for non-U.S. organizations.**

Applicants must submit copies of their organization's published annual report and **audited financial statements** before a grant is made. If these are not available, a U.S. organization will be required to submit a copy of its latest IRS Form 990 return.

Videos should not be included with the application; they will not be returned.

## When to apply

Organizations seeking grants should begin the application process at least four months before the start of the proposed grant period.

Program budgets are allocated on a calendar-year basis. Beginning in the fourth quarter of each year, staff will earmark funds for projects to be recommended for the next calendar year. Staff must finalize all grant recommendations for any calendar year by August 31 of that year. Applications are accepted year-round, but those received between September 1 and December 31 will be considered only for the following calendar year.

Requests are reviewed by program staff, and recommendations are forwarded to senior management. A proposal may be approved at the management level by delegated authority throughout the year or referred to our Board of Trustees, which meets quarterly, for action.

## Where to apply

If you are submitting a letter of inquiry or a formal proposal by mail, please mark the envelope LETTER OF INQUIRY or GRANT PROPOSAL and mail to:

Office of Proposal Entry  
C.S. Mott Foundation  
Mott Foundation Building  
503 S. Saginaw St., Suite 1200  
Flint, MI 48502-1851  
U.S.A.

### **Charles Stewart Mott Foundation**

Mott Foundation Building  
503 S. Saginaw St., Suite 1200  
Flint, MI 48502-1851  
Web site: [Mott.org](http://Mott.org)  
e-mail: [info@mott.org](mailto:info@mott.org)  
Phone: 810.238.5651  
Fax: 810.0766.1753  
e-mail for publications: [publications@mott.org](mailto:publications@mott.org)



Charles Stewart Mott Foundation  
Mott Foundation Building  
503 S. Saginaw St., Ste. 1200  
Flint, MI 48502-1851

Nonprofit Org.  
U.S. Postage  
Paid  
Flint, Michigan  
Permit No. 196

---