TELLURIDE FOUNDATION
make more possible

2025 Community Grant Guidelines

The Telluride Foundation is a nonprofit, community foundation committed to preserving and enriching the quality of life of the residents, visitors, and workforce of the Telluride region by fostering private giving and strengthening service providers. The Telluride Foundation awards grants to local organizations within the following categories: human service, health, arts & culture, education, early childhood education, and climate and environmental. Additionally, the Foundation provides local nonprofits with technical assistance, such as financial consulting, training seminars, and capacity building services. Foundation grants are awarded once a year, at the end of December, with grant awards being distributed during the following year.

Deadline
The 2025 application deadline is **Monday, September 29, 2025 at 5 p.m. (MT).**

Grants Committee
The Grants Committee at the Telluride Foundation is composed of ten members selected from the Foundation's Executive Board and Leadership Council. This committee evaluates the grant applications and provides recommendations to the Executive Board for final review and approval. Members of the Grants Committee represent a broad base of individuals including full-time local citizens and second homeowners. Committee members serve, on average, a two to three year term.

Board of Directors
The Foundation's Executive Board is made up of 12 members who meet bi-monthly. At their December meeting, final action is taken on recommendations made by the Grants Committee.

Staff
Foundation staff processes and prepares the grant applications for review by the Grants Committee and the Board of Directors. Foundation staff includes Jason Corzine, President, April Montgomery, VP Programs, and Dani Laine, Community Impact Coordinator. Staff serves and assists the Grants Committee but does not vote on the final grant award decisions.

Current Types of Support
General operating support; existing and new programs and projects; conferences and seminars; consulting services; matching funds; technical assistance (TA); start-up funds; joint requests from multiple applicants.

Capital Requests
Capital costs are defined as those expenditures associated with the construction of any building or edifice, including costs related to preliminary studies, overhead, planning and design costs, architectural fees, engineering fees and any other so-called "soft costs," including development, fundraising and other initial costs of a capital campaign. Capital requests can also cover the cost of large depreciable equipment. Once a nonprofit is awarded a capital grant, they are not eligible to apply for additional capital funding for four years. (**See Capital Grant Guidelines for more information**.)

Multi-Year Requests
Although most grants are made for one year time-periods, the Grants Committee will consider **multi-year requests**; the number of grantees awarded multi-year grants and the amount awarded is the sole discretion of the Committee.

Organizations applying for multi-year funding must comply with the following criteria:
- Have taken one year in past five off from applying for a Telluride Foundation grant, since the 2015 cycle.
- A five year history of applying to the Telluride Foundation.
- Successful completion of grant reporting and grant objectives.
- Currently operating within budget, financially strong and has stable management.t
- Funding request should be similar to past grant awards.
- Request may be for either program or general operating funding.
  Year 2 and 3 funding is conditional upon completing yearly progress/outcome and financial reporting prior to the deadline.
- The Grants Committee will determine whether to award multi-year funding based on the above factors, as well as the following:
  - Whether the multi-year funding is timely due to a major project or milestone on which the organization needs to focus.
  - Whether a commitment of three years of funding will allow the organization to increase services, focus on additional programs.
  - The type of programming provided by the applicant and the population served; priority will be given to nonprofits providing safety net services and serving low-income populations.

To apply for multi-year funding complete the Multi-Year Form, which is available on the Community Grants web page, and upload with your grant application; it is also recommended that you discuss it with staff.

Current Restrictions
Currently, the Telluride Foundation does not fund debt reduction or retiring past operating deficits; fellowships or other grants to individuals; loans; non-educational publications; litigation; political campaigns: operating support for organizations that conduct lobbying or political action campaigns; endowment funds; religious organizations for religious purposes; graduate and post-graduate research or candidates for political office.

Applicant Eligibility Requirements
The Telluride Foundation will consider grant applications from organizations meeting the following eligibility requirements:

1. Conduct activities and programs consistent with the Foundation's mission of enriching the quality of life of the residents, visitors and workforce of the Telluride region.

2. Serve people living or working in the Foundation's service area of San Miguel, Ouray, West Montrose counties and Rico. All organizations must document a underline strong case to meet "serving people that live and or work in the Foundation's service area."

3. Qualified as a 501(c)(3) tax-exempt organization under the Internal Revenue Code, operating as a local government or subsidiary, or operating as a community organization with a 501(c)(3) fiscal sponsor.

   Applicants without 501(c)(3) status, but which have applied to the IRS for such status, may apply. Receipt of a letter from the IRS of application is required at time of application to the Telluride Foundation. However, if awarded a grant, funds will not be released to the organization until the 501(c)(3) status has been conferred.

   Applicants without 501(c)(3) status, but which are operating under an organization qualified as a 501(c)(3) organization, may apply separately if they have their own advisory board and have the written consent of the qualified organization. In that case, the application must contain a letter of agreement between the two organizations, which sets forth the responsibilities of each organization. An operating relationship is one in which the two organizations have an ongoing or intended relationship with each other. In no case shall the organization holding 501(c)(3) status charge the other organization a fee for acting as the fiscal agent of more than 10% of the total grant awarded.

4. Organizations seeking financial aid/scholarships funding must include their application form, financial aid form, and financial aid criteria (including sliding scale if applicable). The Grants Committee will only fund grants for financial aid/scholarships that are limited to recipients who are low-income, qualify for Free & Reduced Lunch, or demonstrate other strong evidence of need.

5. **Progress reports for 2025 Community Grants will be due either along with a 2025 grant application or prior to January 15, 2027**. Progress reports must be uploaded through the Foundation's electronic grant application portal. Successful completion of past progress reports will be considered when reviewing new grant applications.

6. Organizations awarded a grant in the prior year's grant round **are required** to participate in the annual anonymous grantee survey conducted for Telluride Foundation Community Grant applicants.

7. Organizations awarded a grant must publicize the grant and/or acknowledge the Telluride Foundation as a program sponsor in any related press releases, publications, or brochures. Please see Appendix B for further information.

8. Organizations that receive $20,000 or more must be prepared to seek an outside financial review during the upcoming year.

9. Applicants are requested to take a year off from applying once every five years. Foundation staff and the Grants Committee may make exceptions for emergency/hardship situations or for well-run organizations that are unable to meet best financial performance metrics due to size, service area, or constituents served. Please contact Foundation staff if you would like to be considered for an exception.

Grant Amounts
Grants fall generally in the range of $500 to $40,000, depending on the amount available for distribution. First time applicants are encouraged to seek a modest request and may want to discuss their request with Foundation staff.

Review Criteria
The Grants Committee will use the following criteria to review applications. These criteria are not exclusive, and the board reserves the right to use its own best judgment when making final grant awards.

Priority is given to:
- **W*ell-run, financially sound* organizations.**
  - ➢ For example, strong board participation and stable management, diverse source of revenues and earned income opportunities.
- Organizations whose mission and proposed project address a current and ***proven public need*** for people living and/or working in the Foundation's service area.
- Applicants that demonstrate ***strong community support*** for their organizations and its projects.
  - ➢ For example, diversity of other funding sources and community resources, number of diverse participants in the program/project or organization, inclusion of diverse local residents on their board.
- Organizations that show an ***effective and efficient delivery of program services***.
  - ➢ For example, greater than 60% of the organization expenses are spent on program services.

Technical Assistance Grants
Applicants may also apply for a technical assistance grant, which can be used to improve operational efficiencies. The Grants Committee may also offer an applicant organization a technical assistance grant rather than or in addition to a cash grant award. Please see Appendix A for further information.

Checklist for Application
All Application sections must submit their grant application using the Telluride Foundation's online application system. Paper submissions are not accepted.

1. Log-in and complete the electronic grant application at www.telluridefoundation.org under the "Our Work" grants tab, then "Community Grants," tab, then scroll down to Community Grants Portal.
2. Attachments must be uploaded electronically and submitted with your application. **All attachments must be in PDF file formats**.
3. A Project Budget Detail Form, found with the Community Grant guidelines should be uploaded as an attachment if the organization request is NOT for general operating funds.
4. All applicants must provide a progress report/follow-up report through the online grants portal, either with their grant application for the following year or by Nov. 1 of the following year.
5. Applicants may submit two grant applications only if one is a capital request.
6. Applicants are strongly encouraged to watch the Grant Application Webinar; to sign up for the live webinar or watch the recorded version, visit the Community Grants Guidelines.

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Appendix A
Technical Assistance
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The Grants Committee of the Telluride Foundation may offer financial technical assistance to a local nonprofit instead of funding a cash grant request or a nonprofit may request a technical assistance grant in addition to a cash grant. The objective is to provide the nonprofit with a

professional third-party assessment of their current finances. The assessment will normally be conducted by a consultant determined by the Telluride Foundation, and results will be shared with the Telluride Foundation.

Nonprofits may also request funding for technical assistance and/or a consultant of their choice in their grant request.

Appendix B
<u>Publicity Guidelines</u>

The Telluride Foundation is honored to support many community nonprofits. We ask that you acknowledge our support of your important work whenever appropriate. At a minimum, we ask that:

1. Grantee acknowledges the Telluride Foundation in all announcements, promotions, and other appropriate material stating: "This activity/event/organization is supported by a grant from the Telluride Foundation."
2. Grantee agrees to include the Telluride Foundation logo in all brochures, notices, signs, and plaques that recognize funders at events or on facilities. Please contact staff by email for a copy of the logo and approval.