



Capital Grant Guidelines

Capital Grants include funding requests 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 request can also cover the cost of large depreciable equipment.

Capital Grants Criteria:

- Requests may only be submitted by any single organization one time in four years.
- Capital Requests must include a **Capital Project Funding Application Form** as an attachment to a Community Grants application. The Capital Project Form has questions specific to capital requests. A Capital Project Budget form is also required to be uploaded with attachments. Applicants may apply for project or program funds during the same grant cycle.
- Requests may only be submitted after applicants can document having raised or having commitments for **75%** of the capital budget; grant funds will be released after a specified amount has been raised, based on conditions determined by the Grants Committee.
- Applicants must have a successful track record of receiving and reporting on Community Grants.
- Governments are **not** eligible to apply; however, other taxing districts (schools, libraries, etc.) may be eligible.
- Maximum grant amounts of up to \$100,000; however, the grant request should be a **minority component** of the overall project budget.
- Grant funds, if not disbursed in one year, may be held in reserve for future years.
- Prior to applying, applicants are encouraged to review planning resources at www.gatesfamilyfoundation.org/capital and be able to detail elements of their capital campaign. Also you may want to review <https://www.donorsearch.net/capital-campaign-starting-steps/#assemble>
- Applicants are strongly encouraged to discuss potential capital applications with staff early in their campaign process and prior to applying. Potential applicants should

review the Readiness Assessment criteria below and discuss their project with staff, prior to submitting an application. Contact Dani Laine at dani@telluridefoundation.org or April Montgomery at april@telluridefoundation.org or 970-728-8717 .

Capital Campaign Readiness Assessment

The Telluride Foundation considers the following criteria to be important for launching a successful capital campaign:

- Completion of a needs assessment demonstrating linkage between the capital project and expanded programming;
- A strong balance sheet, a reserve, and history of annual net revenues;
- Management with experience raising individual donations;
- Stable and experienced management and Board; and
- A Board willing to contribute a considerable percentage towards the initiation of the capital project.