

OVERVIEW

OBJECTIVE

Support external, collaborative efforts across two or more organizations or networks.

DESIRED OUTCOME

Advance the desired outcomes of grant portfolios I-III.

PROCESS

Quarterly, open grant process for direct grantee partners that seek up to \$5,000.

ELIGIBILITY

Applicants must:

- Represent organizations or networks that received a direct grant (not regrant) from us within the last two years, but other organizations or networks must also directly benefit from the support and serve as co-applicants.
- Have submitted reports for all previously awarded CDF grants. CDF reports are due by December 15 of the year of the award or sooner.
- Share collaborative, promising, and important plans that advance the goals of one of our other grant portfolios: Environmental Justice & Protection, Social Justice, or McIntosh County.

QUARTERLY DEADLINES & BUDGET

Applications are considered for up to \$5,000 each and reviewed quarterly, until the fund is depleted for the year.

- Deadlines: Q1: February 1, Q2: May 1, Q3: August 1, Q4: November 1

DIRECTIONS & REQUIREMENTS

REPORT FORM

- Complete the CDF Report Form, if a CDF grant was awarded. It can be downloaded on the “[Collaboration Development Fund](#)” page of our website.
- Email info@sapelofoundation.org with the completed CDF Report Form as an attachment.
- Submit the CDF Report Form within a month of completing the work or by December 15 of the current year, whichever comes first.
- Title both the email and the attachment: “**CDF Report – [Organization Name].**”



ODF REPORT

Part #1: APPLICANT	
1A. Today's date:	
1B. Organization name:	
1C. Mailing address:	
1D. Phone:	
1E. Name and title of contact person:	
1F. Email address of contact person:	

Part #2 - CO-APPLICANT(S) Note: Answers are required, regardless of whether you are applying on behalf of (1) your organization, (2) a formal network, or (3) a less formal collaboration.	
2A. One primary co-applicant - organization name:	
2B. One primary co-applicant - mailing address:	
2C. One primary co-applicant - phone:	
2D. One primary co-applicant - name and title of contact person:	
2E. One primary co-applicant - email address of contact person:	
2F. List all co-applicants engaged in this CDF opportunity. Include (1) names of organizations or networks and (2) cities or towns where their offices/full-time staff are based year-round. <i>(scroll up or down in response field and answer)</i>	

Part #3: PAYMENT	
3A. Month & year your CDF grant award was paid:	
3B. What was the total CDF grant amount paid?	
3C. Were all funds used?	



Part #4: OPPORTUNITY

4A. Headline for CDF opportunity:
(one sentence or phrase)

4B. Type of CDF opportunity:
(workshop, training, event, technology, etc.)

4C. Sponsor/organizer:
(organization, consultant, company, etc.)

4D. Location of CDF opportunity, if applicable:

4E. Date when the CDF opportunity completed:

Part #5: LEARNING & EVALUATION

5A. As a result of this completed CDF opportunity, share (1) benefits or lessons your organization, formal network, or less formal collaboration gained from collaborating and (2) how goals were advanced for one of our other grant portfolios: Environmental Justice & Protection, Social Justice, or McIntosh County.
(100 words max)

5B. Would you recommend this CDF opportunity to others? Why or why not?
(100 words max)

5C. Is there anything else you would like to share?
(100 words max)