



COMMUNITY FUND FOR IMMIGRANT WELLNESS

2024 Request for Proposals

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About the Community Fund for Immigrant Wellness

The Community Fund for Immigrant Wellness alters the traditional process of philanthropic giving. In this innovative approach, community-based, immigrant-serving organizations define the grantmaking strategy and disseminate grant dollars from a pooled fund. Ultimately, this process shifts the power dynamic in the funder-grantee relationship by asking service providers to not only inform a funding process but to drive it.

MISSION

The Community Fund for Immigrant Wellness serves diverse immigrant communities throughout Southeastern Pennsylvania by providing financial support and capacity building to organizations that remove barriers and provide opportunities for individuals to live with dignity and joy. The Community Fund is stewarded by a granting group of community-based, immigrant-serving organizations and local philanthropic organizations who are deeply committed to shifting power dynamics between philanthropy and service organizations by utilizing a transparent shared decision-making process. Listening, learning, and humility are central to this approach. At its core, the Community Fund's approach is asset driven, drawing on the tremendous expertise, commitment, and resilience of the immigrant and refugee communities in Southeastern PA.

GRANTMAKING

In its fifth cycle of grantmaking, organizations can apply for *up to* \$50,000 to support the emotional health and wellbeing of immigrant and refugee communities. The funding is flexible and should be used to support programs that:

- Create opportunities with immigrant communities to encourage care, positive coping strategies, and collective healing
- Build spaces that cultivate meaningful connections among community members
- Foster a sense of dignity and self-agency
- Center cultural practices of participants

For applicants that are new to the Community Fund for Immigrant Wellness or that have received funding in the past but are not currently funded by the Fund, please apply using the full application. Grantees of the current cycle of the Community Fund for Immigrant Wellness are encouraged to apply using the Current Grantee Application, in which they will be asked to outline the progress of their work, discuss what they have learned, and describe their plan for future funding.

In addition to grant dollars, grantees will also have the opportunity to participate in a Community of Practice, where they will have the opportunity to build relationships, share their work, learn from one another, and develop collaborative projects. Grantees will also have access to capacity building support through their involvement in the Community of Practice.



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Grant Information

ELIGIBILITY REQUIREMENTS

To be eligible for funding, organizations must meet the following requirements:

- **Non-Profit Organization:** The organization is recognized as tax-exempt under Section 501(c)(3) of the Internal Revenue Code or has a fiscal sponsor.
- **Geographic Location:** The organization serves communities located in the Greater Philadelphia region, including: Bucks County, Chester County, Delaware County, Montgomery County, and Philadelphia County
- **Organization Budget Size:** The organization has an annual budget of \$10 million or less.
- **Organization Mission:** The organization's mission is to work with immigrant and/or refugee communities.
- **Representative Leadership:** The Community Fund for Immigrant Wellness is dedicated to advancing leadership of immigrants and refugees. In the evaluation process, consideration will be given to how the organization has worked to build a leadership team and board that reflects the community they serve.

KEY DATES

DATE	EVENT
Wednesday, February 21 st , 2024	Application period opens
Tuesday, March 5 th , 2024 at 10am ET	Informational webinar about the application process <i>To register for the webinar, click here. The webinar will also be recorded and posted on the Scattergood Foundation's website for your convenience.</i>
Wednesday, April 3 rd , 2024 at 5pm ET	Application period closes
April – May 2024	<ul style="list-style-type: none">• Due Diligence Period• Granting Group reviews applications
June 2024	<ul style="list-style-type: none">• Applicants notified of award status• Grant contracting and payment period
July 2024 – June 2025	Grantees implement programs and participate in Community of Practice

**The Community Fund for Immigrant Wellness reserves the right to change any of the above dates. All changes will be posted online.*



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APPLICATION REQUIREMENTS

Applicants will be asked to provide the following information in the Community Fund for Immigrant Wellness application, which can be accessed through our [online grant portal](#).

All Applications

Organizational Information

1. Information that will be included as a part of the Foundant Profile Information
 - a. Organization Name
 - b. Organization EIN
 - c. Contact: Address, Phone Number, Email Address, Website
2. 501(c)(3) Status/Fiscal Sponsorship Determination
3. Leadership Information
 - a. Executive Director Name and Email Address
 - b. Board Chair Name and Email Address
4. Representative Leadership: Please describe how your organization's leadership team and board is representative of the community you work with.
5. Organization Mission Statement
6. Annual Budget and Financial Review: Please provide a copy of your organization's most recent budget using your preferred budget template.

Scattergood Foundation staff will pull additional financial information from [Guidestar/Candid](#) for your organization. If you would like to provide information that is not included on your [Guidestar/Candid](#) profile, please contact Caitlin O'Brien at cobrien@scattergoodfoundation.org. If your organization is fiscally sponsored, we reserve the right to contact your fiscal sponsor.
7. Organization Location

New Applicants Grant Application

Organizations are eligible to apply for *up to* \$50,000 in funding. Community Fund for Immigrant Wellness grants can be used to support the organization's programs as they relate to the following activities:

- Creating opportunities with immigrant communities to encourage care, positive coping strategies, and collective healing
- Building spaces that cultivate meaningful connections among community members
- Fostering a sense of dignity and self-agency
- Centering cultural practices of participants

The Community Fund for Immigrant Wellness aims to support organizations that use emergent, community-driven approaches for promoting emotional and health and wellbeing.

Application Information

Community



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1. **Community Description:** Please describe the community your organization works with. Please include demographic information, location of services, and community strengths and assets.
2. **Community Trust and Power:** Please describe how your organization builds trust with and power in your community. In your description, please provide an example that shows how your organization has built trust.

Grant Request

3. **Amount Requested:** Please provide your grant amount request. Organizations can apply for up to \$50,000 in funding.
4. **Organization Description:** Please provide a description of the programs that your organization provides. In your description, please answer the following questions:
 - What is your organization's approach to supporting and improving mental health and emotional wellbeing?
 - How does your organization work to ensure that participants' basic needs are met?
 - How does your organization's staff work together with participants and community members to shape programming and to make critical decisions?
5. **Alignment with Community Fund for Immigrant Wellness Goals:** Please describe how the work of your organization aligns with the mission and goals of the Community Fund for Immigrant Wellness.

The mission of the Community Fund for Immigrant Wellness is to serve diverse immigrant communities throughout Southeastern Pennsylvania by investing in organizations that remove barriers and provide opportunities for individuals to live with dignity and joy.

In your answer, please speak to the specific goals of the Community Fund for Immigrant Wellness, which include:

- Creating opportunities with immigrant communities to encourage care, positive coping strategies, and collective healing
 - Building space for participants to cultivate meaningful connections with their community
 - Fostering a sense of dignity and self-agency among participants
 - Centering cultural practices of participants
6. **Funding Request:** Please describe your plan for how the funding will be used. In your description, please answer the following questions:
 - Will the funding requested be used to support existing work or to develop new programming?
 - How will this funding allow your organization to fulfill a community need?
 - How will the funding be used toward the four goals listed above?
 - Who will be the staff responsible for carrying out activities?
 7. **Budget:** Please provide a budget that outlines how you plan to use the grant dollars. Please use your preferred budget template.



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8. **Staff Wellness and Leadership:** Providing quality supervision, opportunities for professional development, supportive organizational practices, and community care are foundational elements of supporting nonprofit staff and building a healthy workplace. Please describe how your organization currently approaches staff wellness and leadership.
9. **Three outcomes of interest:** Please include three outcomes that your organization is interested in measuring as they relate to this funding request. Example outcomes include:
 - Improved attitudes toward mental health help-seeking
 - Decreased social isolation
 - Increased use of coping skills
10. **Partnering Organization(s):** Please list any organizations with whom you plan to partner for this grant opportunity and what their role would be. Partnerships are encouraged but not required.
11. **Future Support:** Please describe what kind of support your organization would need to sustain this work beyond the funded grant year.

Community of Practice

12. [OPTIONAL] **Community of Practice:** Please share what you would like to get out of a Community of Practice with peer organizations.
Your application will not be judged based on your answer to this question.
13. [OPTIONAL] **Capacity Building:** Please list areas in which your organization would be interested in capacity building opportunities. Potential examples include: program planning and evaluation, grantwriting, fundraising, budgeting, trauma-informed practice training.
Your application will not be judged based on your answer to this question.

Additional Information

14. [OPTIONAL] **Additional Information:** Is there anything else you would like to say to support this application?
You may answer this question in writing or by copying and pasting a link to a video clip, audio clip, photos, or another medium of communication. You may also upload a file. The intention of this question is to provide organizations with an additional opportunity to share about their program using whatever communication tool feels right for them.

Current Grantee Application

Grantees of the current cycle of the Community Fund for Immigrant Wellness can apply for funding to continue and expand upon their work through the next grant cycle. Current grantees are halfway through they're year-long grant cycle. To receive funding in the upcoming cycle, please respond to the following questions.

1. **Amount Requested:** Please provide your grant amount request. Organizations can apply for up to \$50,000 in funding.



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2. **Program Update:** Please describe the current status of your funded program. In your description, please address how your organization has completed the activities you outlined in your previous grant application. (7,500 characters)
3. **Key Learnings:** Please describe what your organization has learned as a result of the grant-funded program to date. (5,000 characters)

In your description, please answer the following questions:

- How has the work of the program for which you were funded impacted the work across your organization?
- What are you working to improve?
- What has your organization learned with regard to the mission and goals of the Community Fund for Immigrant Wellness?

The mission of the Community Fund for Immigrant Wellness is to serve diverse immigrant communities throughout Southeastern Pennsylvania by investing in organizations that remove barriers and provide opportunities for individuals to live with dignity and joy.

In your answer, please also speak to the specific goals of the Community Fund for Immigrant Wellness, which include:

- *Creating opportunities with immigrant communities to encourage care, positive coping strategies, and collective healing*
- *Building space for participants to cultivate meaningful connections with their community*
- *Fostering a sense of dignity and self-agency among participants*
- *Centering cultural practices of participants*

4. **Funding Request:** Please describe your plan for how the funding will be used. In your description, please answer the following questions:
 - Will the funding requested be used to support existing work (including the work for which your organization is currently funded) or to develop new programming?
 - How will this funding allow your organization to fulfill a community need?
 - How will the funding be used toward the four goals listed above?
 - Who will be the staff responsible for carrying out activities?
5. **Budget:** Please provide a budget that outlines how you plan to use the grant dollars. Please use your own budget template.
6. **Three outcomes of interest:** Please include three outcomes that your organization is interested in measuring as they relate to this funding request. Example outcomes include:
 - Improved attitudes toward mental health help-seeking
 - Decreased social isolation
 - Increased use of coping skills
7. **Staff Wellness:** Providing quality supervision, opportunities for professional development, supportive organizational practices, and community care are foundational elements of



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supporting nonprofit staff and building a healthy workplace. Please describe how your organization currently approaches staff wellness and leadership.

- 8. Future Support:** Please describe what kind of support your organization would need to sustain this work beyond the funded grant year.

Community of Practice

- 9. [OPTIONAL] Community of Practice:** Please share what you would like to get out of a Community of Practice with peer organizations.

Your application will not be judged based on your answer to this question.

- 10. [OPTIONAL] Capacity Building:** Please list areas in which your organization would be interested in capacity building opportunities. Potential examples include: program planning and evaluation, grantwriting, fundraising, budgeting, trauma-informed practice training.

Your application will not be judged based on your answer to this question.

Additional Information

- 11. [OPTIONAL] Additional Information:** Is there anything else you would like to say to support this application?

You may answer this question in writing or by copying and pasting a link to a video clip, audio clip, photos, or another medium of communication. You may also upload a file. The intention of this question is to provide organizations with an additional opportunity to share about their program using whatever communication tool feels right for them.



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APPLICATION SUPPORT AND CONTACT INFORMATION

Information Session

Applicants are welcome to join the Scattergood Foundation for a virtual information session on **Tuesday, March 5th from 10-11am**. To register for the session, please [click here](#).

Questions

Please submit questions to info@scattergoodfoundation.org.

Language Access

If you need interpretation support in another language, please email info@scattergoodfoundation.org.

SELECTION PROCESS AND CRITERIA

All applications will be reviewed by Scattergood Foundation staff through a due diligence process to ensure that organizations meet the eligibility requirements. For organizations that do meet the requirements, their applications will be reviewed and evaluated through a community grantmaking process.

Granting Groups

The Community Fund for Immigrant Wellness uses a participatory grantmaking process in which Granting Groups are responsible for the provision of grant dollars to organizations that meet the eligibility requirements and align with the goals of the Fund. Granting Group members must have lived experience as a first- or second-generation immigrant and are selected through an application process directed by the Community Advisory Board with support from the Scattergood Foundation.

Granting Group members review applications and work collaboratively to allocate grant dollars through a facilitated process. The group can include between six and nine individuals.

Granting group members can serve for up to two terms. The terms do not have to be consecutive.

Selection Criteria

Grant applications will be reviewed and scored based on the following criteria:

- Community Engagement:
 - Is the organization's staff and leadership representative of the community they serve?
 - How has the organization demonstrated their commitment to building community trust and power?



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- How has the organization demonstrated their commitment to including community voice in the development of the program and other decision making throughout their organization?
- Quality and Clarity of Grant Application:
 - How well has the organization demonstrated their plan for program implementation? Is the program feasible within the timeline? How has the organization allocated resources, including staff time, to meet program goals?
 - How will the funding request and budget support the organization's work?
 - How has the organization demonstrated their support for staff wellness and leadership?
- Alignment with mission and goals of the Community Fund for Immigrant Wellness
- Reach and Impact
 - How will the organization's work create positive impact toward improving emotional health and wellbeing?
 - How will the grant-funded work contribute to our broader understanding of how to attend to the emotional health and wellbeing needs of immigrants and refugees?
- Cohort diversity and community need
 - How does the organization and program contribute to the diversity of the grantee cohort?
 - How well has the organization demonstrated the need for the program among the community they serve?
- Overall impressions, concerns, and recommendation

Community granting group members will be directed to evaluate applications based on the content and ideas presented, and to refrain from evaluating applications based on style of writing, spelling, grammar, etc.



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Frequently Asked Questions

GENERAL INFORMATION

1. Is there a fee to apply?

No, there is no fee associated with submitting an application.

2. Are previous grantees of the Community Fund eligible to apply?

Yes, previous grantees of the Community Fund will be eligible to apply for this year's round of grants. Grantees who were funded in the most recent grant cycle should apply using the Current Grantee Application. All other previous grantees should apply using the New Applicants Application.

3. Can current or past grantees of the Scattergood Foundation or other funders who have contributed to the pooled fund apply?

Yes, current and/or past grantees of the Scattergood Foundation or other funders who have contributed to the pooled fund may apply to the Community Fund for Immigrant Wellness.

4. Does the program have to be new or can an organization apply for an existing program?

Organizations can apply for new or existing programs. If current grantees are applying for funding, they can apply for funding new programs if they would like.

5. How many grants will the Community Fund award?

There is not a pre-specified number of grants that will be awarded. Decisions will be made based on quality of applications.

6. What is the Community of Practice and who will participate?

Community Fund for Immigrant Wellness grantees will be invited to participate in a Community of Practice. The group will meet at least four times per year to build a space for stakeholders to share best practices and innovative strategies, unite stakeholders around pressing behavioral health issues for immigrant and refugees, and advocate for necessary systems change.

7. How will the Community Fund for Immigrant Wellness support capacity building?

We will review grant applications and work with grantees to determine capacity building needs as a part of the Community of Practice.

8. How does the Community Fund for Immigrant Wellness define 'behavioral health'?

The Community Fund for Immigrant Wellness defines behavioral health as:

A dynamic state of well-being which enables individuals to use their abilities in harmony with societal values. Important components of mental health include an individual's ability to:



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- recognize, express, and manage emotions;
- cope with normal stresses of life;
- relate to others and function in social roles;
- maintain a healthy relationship to addictive substances;
- make a contribution to the community; and
- realize their own potential.

**Adapted from the World Health Organization; Galderisi, S., Heinz, A., Kastrup, M., Beezhold, J., & Sartorius, N. (2015). Toward a new definition of mental health. World psychiatry: official journal of the World Psychiatric Association (WPA), 14(2), 231-3.; and MentalHealth.gov (HHS).*

9. Is the pooled fund still taking donations for this grant cycle?

Yes. Funders and private donors can still give to the Community Fund for Immigrant Wellness. Please contact Joe Pyle at jpyle@scattergoodfoundation.org for more information.

10. Who do I contact if I have questions about the Community Fund for Immigrant Wellness?

Please contact Caitlin O'Brien at cobrien@scattergoodfoundation.org with any questions.

SUBMISSION PROCESS

11. How can organizations submit an application?

Submissions can be made through our online grant portal, which can be found at <https://www.grantinterface.com/Process/Apply?urlkey=SGF>.

No paper applications will be accepted.

12. What are the steps for submitting an application?

The steps for submitting an application are as follows:

1. Create a Foundant account for the Scattergood Foundation. If you already have a Foundant account with the Foundation, log on using your email address and password. You may access the logon page [here](#).
2. You will then be directed to your Applicant Dashboard. Click on the "Apply" tab at the top toward the left.
3. You will then see a list of Scattergood Foundation applications. Select either of the two "Community Fund for Immigrant Wellness Cycle 5" grant applications. Click the "Apply" button on the right side of the application you wish to complete.
4. Complete the application. If you would like to save the application and return to it, click the "Save Application" button. Once you are ready to submit, click the blue "Submit Application" button.

If you need assistance using the online platform, please reach out to Caitlin O'Brien at cobrien@scattergoodfoundation.org.

13. What are the different types of applications?

There are two different applications for the Community Fund for Immigrant Wellness:



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- **New Applicant Grant Application:** Use this application if your organization is not a current grantee of the Community Fund for Immigrant Wellness.
- **Current Grantee Grant Application:** Use this application if your organization is currently funded by the Community Fund for Immigrant Wellness.

In each application, organizations are eligible to apply for up to \$50,000.

SELECTION PROCESS

14. What is the selection process?

Members of a Granting Group will individually review applications and score them based on pre-determined selection criteria. The Scattergood Foundation will tabulate scores and facilitate an in-depth discussion of applications with the Granting Group. The Granting Group will come to consensus about grant decisions based on their scoring rubrics and the discussion of applications.

15. Who decides which organizations will receive grant awards?

The Granting Group will evaluate applications and make decisions about grant awards.

16. What is the difference between the Community Advisory Board and Granting Group?

The Community Advisory Board is a group of non-profit leaders with years of experience working with immigrant and refugee communities. They develop the strategy for how funds from the Community Fund will be disbursed, including the development of the Request for Proposals. Members of the Community Advisory Board are paid a stipend of \$1,000 for their time.

The Granting Group is a smaller group, members of which are nominated by the Community Advisory Board. This group is tasked with evaluating applications and allocating funds. Members of the Granting Group are paid a \$1,500 stipend for their time.

17. What organizations are involved in the Community Advisory Board?

The following organizations are involved in the Community Advisory Board:

- ACANA
- AFAHO
- HIAS PA
- Nationalities Service Center
- La Puerta Abierta
- Puentes de Salud
- SEAMAAC
- The Welcoming Center

18. Can members of the Community Advisory Board or Granting Group apply for grants?



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Community Advisory Board member organizations are eligible to apply for grants. Organizations that have staff or board members who are in the Granting Group are not eligible to apply.

19. What is the role of the funders in making decisions?

The funders of the Community Fund for Immigrant Wellness do not have a vote in the selection process. However, they can act as a tiebreaker if necessary and will also provide guidance should the granting group request it.

20. How will you determine if my organization meets the eligibility requirements?

The Scattergood Foundation and Granting Group will determine your organization's eligibility using the following methods:

- **Non-Profit Organization:** The application will require organizations to submit their 501(c)(3) determination letter or fiscal sponsorship letter.
- **Geographic Location:** The application will require each applicant to select the county where their organization is located.
- **Organization Budget Size:** The application will require each applicant to state their annual budget size.
- **Organization Mission:** The application will require each organization to include their mission statement. The Scattergood Foundation and Granting Group will determine, based on the mission and community served, whether the organization's mission is primarily focused on serving immigrants and/or refugee communities.
- **Representative Leadership:** The application will require applicants to describe how their organization has worked to ensure that their leadership team and board are representative of the community they serve. The Granting Group will review the answers and assess how the organization has worked to build representative leadership.

21. How will I know if I am selected to receive a grant?

The Scattergood Foundation will manage all communications about grant decisions, contracting, payments, and reporting via email and the grant portal.