ABOUT THE COMMUNITY FOUNDATION FOR GREATER ATLANTA

Since 1951, the Community Foundation for Greater Atlanta has been leading and inspiring philanthropy to increase the vitality of our region and the well-being of all residents. With 70 years serving the 23-county Atlanta region and a robust team of experts, the Community Foundation expands its philanthropic reach and impact by providing quality services to donors and bold, innovative community leadership. The Community Foundation is a top-20 community foundation among 750 nationally, and is Georgia’s second largest foundation. For more information, visit: cfgreateratlanta.org or connect with the Foundation via Facebook, LinkedIn and Twitter.

At the Community Foundation, we believe in the power and potential of individuals and organizations to change communities, whether those communities are physical neighborhoods, a group of individuals with a common interest or a cohort of organizations focused on similar issues. We play a variety of roles, but our key goal is to be the connecting point for the various partners, nonprofit organizations and community leaders working together toward the common vision of stronger greater Atlanta region.

The Community Foundation for Greater Atlanta invests in our region through grantmaking, partnerships and advocacy guided by ATLevate, our equity of opportunity architecture, a combination of proven practices to combat the disparity in our region and increase economic and social mobility. Learn more at cfgreateratlanta.org/ATLevate.

ABOUT THE FRANCES HOLLIS BRAIN FOUNDATION FUND

Inspired by the lifetime legacy of giving of David and Frances Brain, the Frances Hollis Brain Foundation Fund at the Community Foundation for Greater Atlanta supports nonprofits that benefit vulnerable and underserved communities. The Fund addresses primary needs – food, shelter, clothing, and healthcare – to enhance the well-being of individuals and families living in Cobb, DeKalb, Fulton and Gwinnett counties.

Formerly known as the Frances Hollis Brain Foundation, the Fund also continues to further its mission in Maine at the Maine Community Foundation.

Grant awards are made based on a number of factors, including those outlined on page two of these guidelines. Grants will average $5,000 - $6,000 with a few $10,000 grants available for each 12-month period. Each grantee will be asked to report on progress and challenges, and how the funds were spent at the end of the grant period.

ABOUT DAVID AND FRANCES HOLLIS BRAIN

Married for 68 years, David Brain and Frances Hollis Brain were high school sweethearts from Cleveland, Ohio. During their life together, their love, support and care for each other was obvious to everyone they met and they prized a balance of family, community, church and self. Their family lived in Baltimore, Boston and Kentucky, but a common thread was always the spirit of giving. They believed that those who are blessed with resources have a responsibility to share them.

David and Frances created the Frances Hollis Brain Foundation in 1993 as a tangible expression of their values and to encourage future generations of the family to make a difference through philanthropy. Frances passed away in 2012 and David joined her in 2016. The foundation transitioned to become the Frances Hollis Brain Foundation Fund as a celebration of their legacy of giving.
AREAS OF INTEREST AND PRIORITIES
The Frances Hollis Brain Foundation Fund supports nonprofit organizations that benefit individuals living in Cobb, DeKalb, Fulton and Gwinnett counties. Georgia grantmaking places priority on addressing primary needs such as food, shelter, clothing and healthcare, to increase equity of opportunity.

Specific focus areas:
- Healthcare
- Hunger prevention and food security
- Homelessness alleviation
- Frances Hollis Brain Foundation Fund prioritizes organizations working with refugees and immigrants

Legacy Funding for Nonprofit Organizations in Lexington, Kentucky
Grant requests will be considered from a limited number of organizations in Lexington that have received funding in the past. These organizations are considered Legacy organizations. Please be advised that nonprofit organizations located in Lexington seeking funds from the Frances Hollis Brain Foundation Fund in 2021 must meet the following requirements:
1. Have received prior funding from the Frances Hollis Brain Foundation;
2. Did not receive funding from the Frances Hollis Brain Foundation in 2020;
3. Have the minimum of a silver seal on Guide Star

Legacy organizations are not required to complete a Community Foundation for Greater Atlanta profile. If you are interested in applying for one of these grants, please email fhbrain@cfgreateratlanta.org for next steps.
FUNDING OPPORTUNITY
The Frances Hollis Brain Foundation Fund will offer one funding opportunity in 2021:

<table>
<thead>
<tr>
<th>2021 SCHEDULE</th>
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<tbody>
<tr>
<td>Friday, February 26 at 10 a.m.</td>
<td>Online Orientation – <a href="#">Register here</a></td>
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<tr>
<td>Monday, March 15 at NOON</td>
<td>Deadline for: online Organizational Profile, letter of interest and <a href="#">Frances Hollis Brain Foundation Fund Budget Form</a></td>
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<tr>
<td>Tuesday, April 6</td>
<td>Invitation sent to selected organizations to submit additional information</td>
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<tr>
<td>Friday, April 16 at NOON</td>
<td>Additional information due from invited organizations</td>
</tr>
<tr>
<td>Friday, July 30</td>
<td>Applicants are notified of funding decision by end of July</td>
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APPLICATION PROCESS

1] Organizations interested in this funding opportunity must complete the Organizational Profile, letter of interest and Frances Hollis Brain Foundation Fund Budget Form and Sources of Revenue Form, using the [Nonprofit Online Portal](#) by Monday, March 15, 2021 at noon.

2] Advancing organizations will be asked to submit required supplemental attachments. Required supplements are:
   - Brief biographies of senior management staff
   - [Board of Directors Form](#)
   - [Sources of Revenue Form](#)
   - Current fiscal year operating budget with [year-to-date actual information](#)
   - Most recent audited or reviewed financial statements as dictated by budget size

3] Foundation staff reviews submitted materials. Follow up conducted as needed.

4] Funding recommendations are made to the Frances Hollis Brain Foundation Fund trustees and grants are awarded.

5] Organizations receiving grants will be required to report at the end of the 12-month grant period.

Ineligible uses of Foundation funds:
The Frances Hollis Brain Foundation Fund’s grants may **not** be used to support the following:
   - Personnel or general operating expenses
   - Religious services and/or religious education
   - Fundraising and marketing events
   - Special events, productions or performances
   - Endowment funds or capital campaigns
   - Annual fund appeals
   - Tickets to charitable events or dinners
   - Political purposes
ELIGIBLE ORGANIZATIONS

Georgia nonprofits seeking funding must meet the following criteria:

- Must be located and providing services within one of the following counties: Cobb, Gwinnett, Fulton or DeKalb.
- Must be classified by the U.S. Internal Revenue Service under Section 501(c)(3) of the I.R.S. code as a nonprofit, tax-exempt organization, donations to which are deductible as charitable contributions under Section 170(c)(2) and the I.R.S. determination must be current. Organizations using a fiscal agent are eligible to apply but must identify sponsoring agency.
- Must be registered with the Georgia Secretary of State as a nonprofit (click here to verify: https://ecorp.sos.ga.gov/BusinessSearch)
- Must have a minimum two-year operating history in the State of Georgia.
- Must have at least one part-time paid employee for the 12 months prior to submitting an application. Must have audited or reviewed financial statements that follow Generally Accepted Accounting Principles (GAAP) or Government Auditing Standards (GAS) for the last fiscal year as required by budget size. Organizations with annual budgets over $250,000 must provide an audited financial statement; organizations with annual budgets between $100,000 and $249,999 can provide a reviewed financial statement or audited statement; organizations with annual budgets between $25,000 and $100,000 can provide the last fiscal year-end balance sheet and year-end budget with year-to-date actuals
- Must have filed the end-of-grant report for any previous grant from the Frances Hollis Brain Foundation. If you have received a prior grant and are unsure of whether you submitted the final report, please email fhbrain@cfgreateratlanta.org for further information.

NOTE: The Frances Hollis Brain Foundation Fund of the Community Foundation for Greater Atlanta will not award a grant to the same organization for two consecutive years.

INELIGIBLE ORGANIZATIONS

The following organizations are not eligible to apply for funding:

- Publicly funded schools (K-12) and institutions of higher learning. This does not include nonprofit charter schools;
- Organizations that exclusively raise funds for publicly funded schools;
- Organizations that require participation in religious services and/or education as a condition of receiving services; and/or
- Organizations that have discriminatory policies and/or practices on the basis of race, color, national origin, age, disability, sex/gender, marital status, familial status, parental status, religion, sexual orientation, genetic information or political beliefs.
ORIENTATION WEBINAR
Community Foundation staff will provide information and answer your questions during an online orientation session on **February 26 at 10 a.m.** You may register [here](#). A recording of the webinar will be made available on the Frances Hollis Page Foundation Fund webpage after the webinar.

QUESTIONS?
If you have any questions, email us at [fhbrain@cfgreateratlanta.org](mailto:fhbrain@cfgreateratlanta.org).