20 EXTRAWISH
23 GUIDELINES

Community Foundation for Greater Atlanta
EXTRA WISH GRANT GUIDELINES

About Community Foundation for Greater Atlanta
The Community Foundation for Greater Atlanta inspires and leads the Atlanta region toward equity and shared prosperity for all who call it home. TogetherATL is the Foundation’s strategic ethos, working through a collaborative approach with community stakeholders, donors, nonprofits, and others to examine complex challenges the region faces and create solutions that build a thriving region.

For more information visit: cfgreateratlanta.org or connect with the Foundation via Facebook, Instagram, LinkedIn, and Twitter.

OVERVIEW: WHAT IS EXTRA WISH?

Each year, the Community Foundation for Greater Atlanta publishes the Extra Wish opportunity catalog to uplift the needs of nonprofit organizations in the metro Atlanta region. Since its inception over 20 years ago, Extra Wish has connected our donors to specific nonprofit funding requests that will enhance their daily or programmatic work.

Extra Wish funding is intended to support unique and tangible items beyond an organization’s operating budget, especially for small or mid-sized organizations. Extra Wish is a resource for those “hard to fund” things that make an impact for staff, volunteers or people the organization serves. Through this program, donors have given grants for everything from backpacks to snakes, and baby monitors to washing machines. Extra Wish is shared with all of the Community Foundation’s current and planned giving donors - more than 1,000 individuals and families – and is a showcase for nonprofits doing impactful work in our region.

Extra Wish provides monetary contributions for specific expenses (not staff or general operations) that contribute in a clear way to the success of organizations and the populations they serve. Extra Wish requests cannot exceed $10,000. Inclusion in Extra Wish is not a guarantee of funding - creative, compelling and innovative requests have the best chance of receiving support from a Community Foundation donor.

Extra Wish aligns with our vision to work together with our community to make our region more equitable and prosperous for all who call Atlanta home. #TogetherATL

Selection for inclusion in the Extra Wish opportunity catalog is based on a number of factors; please refer to page three of these guidelines for more information. In 2023, the Foundation seeks to support strong, sustainable organizations, as well as smaller or newer nonprofits that hold great promise. Priority for inclusion will be given to organizations or requests that are tied to or further racial equity and shared prosperity, and organizations that are led by or serving Black, Indigenous or people of color (BIPOC) communities.
ELIGIBILITY REQUIREMENTS

Eligible organizations

Nonprofits that meet the following requirements are eligible to apply for a grant from Extra Wish:

- Must not have been featured in Extra Wish last two years (2021 or 2022). If your organization was featured in Extra Wish in 2020 or earlier, it is eligible to apply.
- 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.
- 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 of one-year operating history after the date of receipt of its 501(c)(3) classification.
- Must have annual operating expenses between $25,000 and $2 million as reflected in the most recently filed I.R.S. Form 990 (click here for more information on Form 990: https://www.irs.gov/Charities-&-Non-Profits/Form-990-Resources-and-Tools).
- While applicants may provide a wide array of programs and/or services to the community, priority will be given to organizations or wishes that are tied to or further racial equity or shared prosperity.
- Priority will also be given to organizations that are led by or serving Black, Indigenous or People of Color (BIPOC led/serving). That is defined as organizations that meet at least three of the following four criteria:
  - Organizational leader is BIPOC;
  - Majority of board members are BIPOC;
  - Majority of clients served are BIPOC; and/or
  - Staffing of the organization is representative of the population served

Eligible requests

Resources for program participants or organizations:

- Expendable and nonexpendable items that will help program participants succeed, such as clothing, MARTA fares, toys, age-appropriate reading material, tickets/participation fees for program participants and equipment for people with disabilities.
- Program-related resources such as reference books, videos or training materials that will remain with the organization.
- Requests for grocery store and gas station gift cards are eligible while requests for food and gasoline are not.

Capital items: Office equipment including laptops, tablets, furniture, kitchen appliances and items needed to comply with the Americans with Disabilities Act.

Services: Consultant, contract or labor expenses for specific, time bound projects.
**Ineligible requests**

- Items that have already been purchased or services that have been contracted prior to application
- Items where the total cost exceeds $10,000 (including shipping costs)
- Vehicles
- Gasoline for organizational fleets
- Subscriptions for magazines and trade publications
- Memberships and fees for staff
- Attendance at conferences or training sessions for staff members
- Stipends for staff, volunteers, interns or program participants
- General operating expenses
- Support for organizational or program endowments

Donors may request distributions for Extra Wish grants from their donor-advised fund at the Community Foundation or may contact organizations directly. Please notify us if your nonprofit receives a grant directly from a donor (not through their donor-advised fund) so that we can update our list of needs.

**HOW TO APPLY**

A complete application includes an [Organizational Profile](#) and [Extra Wish grant application](#). You can find a link to the Organizational Profile along with the Extra Wish grant application and other documents relevant to the application process at [cfgreateratlanta.org](http://cfgreateratlanta.org).

To view the most recent Extra Wish opportunity catalog and examples of past requests, click [here](#).

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### 2023 SCHEDULE

<table>
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<tr>
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<th>Event</th>
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<tr>
<td>Wednesday, July 12</td>
<td>Online Orientation (register <a href="#">here</a>)</td>
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<tr>
<td>Monday, July 31</td>
<td>Deadline for nonprofits to submit their Organizational Profile and Extra Wish application</td>
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<tr>
<td>Thursday, August 31</td>
<td>Applicants notified of inclusion in the Extra Wish opportunity catalog</td>
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<td>Early November</td>
<td>Community Foundation will distribute <em>Extra Wish</em> to all current donors. The issue will be available on the website as well. Donors will make grants through the end of the year and in early 2024</td>
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REPORTING AND COMMUNICATIONS

We encourage nonprofits to share success stories and photos of your organization with us and the donor so that we can cross-promote our work together but reporting and publicity for Extra Wish are **not required**. If you are willing to share a story with us, please send an email to communications@cfgreateratlanta.org with the following information:

- Indicate what impact the item(s) had on the individuals served by the organization. It does not need to be long – shorter quotes are better!
- If possible, share a high-resolution photograph of the item(s) purchased or of your clients; the Foundation may include it in a future publication or send it to our donors.

If you are a recipient of Extra Wish and want to publicize it, you are very welcome to do so. Please view our [Grantee Publicity Guidelines](#) posted on this page for sample language, information on the Foundation’s social media handles and more.

FREQUENTLY ASKED QUESTIONS

**How much can I request?**
Total request amounts should not exceed $10,000. If your organization’s total budget for the item(s) or services(s) requested exceeds $10,000 it is not eligible for Extra Wish.

**How many items can I request?**
You may apply for funding for up to three unique items. The Community Foundation considers the following example to be three unique items: 10 chairs, two laptop computers and two laptop cases. The Community Foundation would consider the following to be five unique items: 10 chairs and tables, two laptop computers with two laptop cases and five reference books.

**Tips for a successful Extra Wish submission**
- Keep your wish compelling! Think about how you can make it unique, which often starts from the selection of the wish itself. Our donors are generally drawn to unusual requests or those that directly correspond to an organization’s mission. If your request is not unique, make the case for how important it is to your organization or ways that it will further equity or shared prosperity in Atlanta. To view the most recent Extra Wish opportunity catalog and examples of past requests, click [here](#).
- When creating Extra Wish, we strive to share your organization’s story in your own words; applications that make a strong case and show potential for impact have the best chance to advance. A picture is worth a thousand words! A high-resolution photo of your work (especially those tied to your request) often inspires donors to support your organization, so consider your photo submissions to be a part of your application package.
- Please keep in mind the timeliness of your funding requests. Although the application process is happening now, your organization will not potentially receive funding for its wishes for another three to four months (the catalog will be mailed in mid-November) so funding may trickle in for several months thereafter. The most compelling wishes are those that have factored this into their requests.
- The Community Foundation is often asked how an organization can connect with our
donors. Extra Wish is a unique way we communicate to our donors about current needs in our community. The application is very brief, but it is how we decide what organizations to include in the book and put in front of our donors. If your organization is selected for inclusion, a team member may reach out to you for more photo options or more information so that we can best position your request for investment from our donors.

**QUESTIONS?**

If you have any questions, please email ExtraWish@cfgreateratlanta.org.

Community Foundation staff will provide an online orientation on Wednesday, July 12 at 9:30 a.m.; register [here](#). A recording of the webinar will be made available on the Extra Wish section of the [grant opportunities page](#) on July 13.