



HAWAI'I COMMUNITY
FOUNDATION

Oscar and Rosetta Fish Fund Speech Therapy Services Funding Opportunity

Online Application Deadline EXTENDED: Friday, December 27, 2024, 4:00 p.m. HST

OVERVIEW

The purpose of the Oscar and Rosetta Fish Fund is to provide speech therapy services for children ages 3 to 5 from socioeconomically disinvested communities.

ELIGIBILITY & REQUIREMENTS

Nonprofit organizations with tax exempt 501(c)(3) status are eligible to apply. Organizations must provide services in the state of Hawai'i. The Foundation does not accept proposals from organizations with overdue reports.

Eligible organizations may apply for up to three (3) calendar years of funding to start February 2025 through December 2027. Second- and third-year funding will be contingent upon the receipt of annual reports that demonstrate satisfactory progress. Awarded grants will generally be no more than \$50,000 per year. Administrative costs may be included as necessary.

Organizations must demonstrate the capacity to implement the grant and to report on the results of the program. Funds should pay for speech therapy services delivered by licensed speech therapists. Clients must have a treatment plan that identifies their individual treatment goals.

Ensure that the funding request is reasonable given the cost of service per child and the frequency of services provided. All grantees are required to submit annual progress reports to receive subsequent years of funding. A final report will be due at the completion of the third year.

APPLICATION PROCESS

Online Application

This application is available for online submission in Hawai'i Community Foundation's Grants Portal. New users may register for an account: hawaii.cf.smartsimple.com/s_Login.jsp. Registered users may log in to their account to apply. Please give yourself adequate time before the submission deadline to access the system and familiarize yourself with the application process and requirements. Please reference our Applicant User Guide for further instructions hawaiicommunityfoundation.org/file/2024/Applicant-User-Guide-8.8.24.pdf

Instructions

- Only complete and timely applications will be accepted.
- The online application has fillable boxes with character limits. The character counts in MS Word may not match the character counts in the application. If you cut and paste your work into the application, please be sure your text fits the space provided.

ORGANIZATION PROFILE

As part of the online application, your organization profile must be certified prior to submission of grant applications and must be certified every six months. Information needed to complete your organization's profile includes, but is not limited to:

- IRS 501(c)(3) determination letter (not required if previously applied to the Foundation or if applying through a fiscal sponsor)
- Number of full-time, part-time, or regular volunteer staff
- Organization Mission
- Service Location(s)
- Types of services provided (including age, gender, and target populations served)
- Financial Statements
 - Annual Operating budget for current year
 - Income statement (or profit/loss statement) for the most recently completed fiscal year
 - Balance sheet for the most recently completed fiscal year
 - Audited financial statements are preferred but not required
 - Local units of national organizations must submit local unit financial information
- Board of Directors List

APPLICATION

The application consists of four tabs. Information needed to complete your application includes, but is not limited to:

- **Program Overview:**
 - Provide general information and characteristics about the program including program title, duration, program location(s), ages and genders served, and any other information you'd like to share.
 - If you have a fiscal sponsor, you will be asked to identify your fiscal sponsor. Please note, your fiscal sponsor must first be registered in the Grants Portal prior to submitting your application.
- **Program Information:**
 - **Organization Description:** Briefly describe the history and mission of the organization/program. What is the organization's experience implementing this program and staff capabilities to conduct the proposed work? (*Maximum 2,500 characters = ¾ page*)

- **Problem or Opportunity:** Describe the need or opportunity your program will address and why this is critical. *(Maximum 3,000 characters = ¾ page)*
- **Program Activities:** Describe the activities that will be completed to address the need/opportunity. Explain why you chose this approach. Provide a program timeline. *(Maximum 3,500 characters = 1 page)*
- **Expected Results:** Describe what you hope to achieve and how you will measure the effectiveness of your program. *(Maximum 3,500 characters = 1 page)*
- **Budget:** Provide your total program budget, amount requested through this application, and upload a copy of your program’s budget, showing income and expenses, indicating sources of income that are pending and secured.
- **Support Documents & Certification:** Upload any additional required documents as listed in the application guidelines.

ADDITIONAL REQUIRED DOCUMENTS

No additional documents required.

FISCAL SPONSORS

- Resolution by fiscal sponsor’s board of directors authorizing fiscal sponsorship.
- Fiscal sponsor’s agreement form.
Both forms can be found at: hawaiicommunityfoundation.org/grants/fiscal-sponsor-materials.
- Fiscal sponsor’s IRS 501(c)(3) determination letter.

DEADLINE

Applications must be submitted online by 4:00 pm HST on Friday, December 27.

CONTACT INFORMATION

If you have questions about this funding opportunity, please contact Ananda Luttet at (808) 566-5536 or ALuttet@hcf-hawaii.org.

For technical assistance with the online application process, please submit a support ticket at hawaiicommunityfoundation.org/web/support-tickets.