

## GRANTMAKING – FALL 2025

# Capacity Building Grant Application

Thank you for your interest in completing this application for a Capacity Building grant. We encourage you to check out our [Capacity Building overview page](#) and read the full application prior to completing the proposal. If you have any outstanding questions, please refer to our [FAQs](#) and webinars, or reach out to us at [GranteeHelpDesk@kauffman.org](mailto:GranteeHelpDesk@kauffman.org).

Application Window: August 12 – September 12, 2025

I understand that Capacity Building grants are non-renewing, one-time grants. If awarded a Capacity Building grant, I understand that I cannot request funding for the same capacity in the future. I understand that I am submitting a grant that will build capacity and impact in the Kansas City region. (check box)

### Organization & Contact Information

If you are an organization being sponsored, please have your fiscal sponsor complete the application.

Will the proposed project be fiscally sponsored? (y/n)

If yes, provide the name of the sponsored project/organization here. (text field)

If yes, there will be a questionnaire they will need to complete as well. (drop down)

Organization name and related contacts. [Note: If a fiscally sponsored project, complete this section with the fiscal sponsor's information.]

Does the scope of your grant involve interactions with policymakers? (y/n)

Type of organization: (drop down)

Website/social media contact information:

- Website (text box)
- Social Media (text box)
- Other (text box)

## Dates & Funding

- Start date (start date should not be earlier than November 1, 2025) (text box)
- End date (end date should not be later than December 31, 2027) (text box)
- Total amount requested (minimum \$100,000; maximum \$250,000)
- Prior year operating expenses [Note: Capacity Building grants must not represent more than one-third of an organization's overall budget.]
  - If applicable, describe recent major changes to financial circumstances.
- Please list any other revenue sources or grants currently obtained, or being sought, to support your organization.

In the table below, summarize how you would spend the proposed Kauffman Foundation grant by including the grant budget by expense categories. The sum of the expense categories should equal this grant request. Briefly explain any context related to the line items listed above. As a reminder, capital construction and indirect expenses are not eligible.

*Your grant reporting to the Kauffman Foundation will include progress against this budget.*

## Alignment with Foundation's Priorities

- The Kauffman Foundation identified strategic priorities to close economic mobility gaps in the Kansas City region and beyond. Indicate which strategic priority is the primary focus of your proposed Capacity Building grant:
  - College access and completion
  - Workforce and career development
  - Entrepreneurship(drop-down list: college access and completion; workforce and career development; entrepreneurship)
- If you are exploring more than one strategic priority through your Capacity Building grant, please indicate it here. (optional)  
(drop-down list: college access and completion; workforce and career development; entrepreneurship)

- What areas of your organization do you seek to build or strengthen with your proposed Capacity Building grant: (select up to three)
  - Staff, Board, & Leadership Development
  - Collaboration Development
  - Communications & Marketing
  - Data & Evaluation
  - Financial Planning & Fundraising
  - Human Resource Planning
  - Information Technology Planning & Digital Security
  - Operating Systems
  - Strategic Planning
  - Special Projects
  - Pilot Initiatives (new 2025)
    - Artificial Intelligence
    - General Operations
    - World Cup Readiness
- As of today, is your organization headquartered in the Kansas City region? (y/n)
- As of today, does your organization currently provide services in the Kansas City region? (y/n)
- What are the primary zip code(s) this Capacity Building grant will serve? (drop down list of zip codes with an option for n/a or 'do not know')

## Application Questions

- **Request Summary:** Please write a brief description to summarize your capacity building request. Most people write about 2–3 sentences. The maximum response is 400 characters.
- **About Your Organization:** Please share the most important information about your organization. Most people write about 3–5 paragraphs or about 2,000 characters. The maximum response is 3,000 characters or one page. Relevant information should include the following:
  - Your organization's mission statement
  - A brief organizational history
  - A brief description of your organizational goals over the next three years related to the Kauffman Foundation's strategic priorities
  - Your leadership's relevant experience and expertise related to your work
  - Active programs and accomplishments within the last three years
- **About Your Community:** Please share the most important information about the community where, or with whom, you do your work. Most people write about 3–5 paragraphs or about 2,000 characters. The maximum response is 3,000 characters or one page. Relevant information should include the following:

- The community opportunity, challenge, issue, or need that your organization works to address
  - Information about the people you serve
  - Details about how you work with other organizations, coalitions, or networks
  - Details about how you listen to/involve constituents, community members, and/or volunteers
- **About Your Impact:** Please share the most important information about your impact. Most people write about 2–3 paragraphs or about 1,000 characters. The maximum response is 2,000 characters or half a page.
  - Briefly, please explain what success looks like overall and for any goals stated above. How do you track impact, and how do you know you're moving toward it?
- **About Your Capacity Building Proposal:** Please share the most important information about your proposal. Most people write about 3–5 paragraphs or about 2,000 characters. The maximum response is 3,000 characters or one page.

Please explain the Capacity Building project. It is not necessary to restate information answered above. Relevant information should include the following:

- What you plan to do (activities and key milestones) and the timeframe.
- Why you plan to do it now (opportunity, challenge, issue, or need). (financial, leadership, or staffing shifts are applicable)
- Who will lead and build this capacity (team size, roles, and relevant skills)?
- How this one-time funding will better position you for impact in the future.
- Who will be impacted (your priority population)?
- How you will continue your efforts in the Kansas City region after this capacity is built (stability among funding shifts, revenue streams to support continuity, key partners)?

## Demographic Information

Requested demographic information is not used to make eligibility or award decisions. [Note: If a fiscally sponsored project, complete this section with the fiscal sponsor's information.]

- Leader (race/ethnicity & gender) (drop downs)
- Governing Board (race/ethnicity & gender) (drop downs)

## How did you hear about this opportunity?

The Kauffman Foundation is interested in learning how people hear about our work. Please share how you learned about our strategic direction and new grantmaking priorities.

- Kauffman-hosted community engagement session
- Kauffman email
- Kauffman website
- Kauffman Facebook
- Kauffman Instagram
- Kauffman LinkedIn
- Dr. DeAngela Burns-Wallace LinkedIn
- Kauffman associate
- News media story
- Previous grantee
- Other community event (please specify)
- Other community sources (please specify)

## Required Documents

1. Your organization's annual budget (this can be a document you provide to your board).
2. Most recent financial statements (audited, if available)