

BONTRAGER FAMILY FOUNDATION

The Bontrager Family Foundation is a donor-advised fund held at the Community Foundation of Elkhart County. The fund was established in 2016 and continues a long legacy of charitable commitment in Elkhart County by the Bontrager family. Working with CFEC staff, family members will review requests from organizations who align with their family values of serving with a Christian faith, focusing on children and family, and serving the Middlebury community.

All grant applications must be submitted online. Our online application will save your answers if you keep your browser open and don't shut down your computer, but it's best if you fill out the form in one sitting. This guide will help you prepare to do so.

BEFORE YOU APPLY

First, you and your team should discuss your organization's needs. Your organization should carefully consider the values and priorities of the Bontrager family as guidelines for proposals and submissions. Applications that more closely adhere to these guidelines have a much higher chance of being funded.

The Bontrager Family Fund grants to organizations or programs whose missions are broadly related to the Middlebury community, serve youth and family and/or are faith-based. Organizations requesting grant funds must have 501(c)(3) designation in the United States. Typically, grants are awarded to Elkhart County serving organizations with programs and services that have an impact locally or regionally.

The Bontrager Family Fund does not provide funds to:

- Non-501(c)3 organizations
- Fundraisers
- Individuals
- Organizations primarily engaged in lobbying or political activity

SIZE OF GRANTS: In 2022, the average grant award was \$12,500 with awards ranging from \$1,500 to \$30,000. We often make grants to multiple organizations in a single cycle. The most important consideration is that the size of your request is in line with the scope of the project you are proposing.

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A STRONG PROPOSAL IS...

SHORT. We have a particular interest in serving Elkhart County residents and do not wish to unintentionally penalize organizations that may have less-developed grantwriting capabilities. We want you to focus on your mission, not applications.

SPECIFIC. We are much more likely to award a project-based grant than to simply join in contributing to a larger “pot of money” (e.g., a major fundraiser or a capital campaign).

It answers these questions:

- What do you want to do?
- Who needs it, and why?
- How will you measure the progress/success of the project?
- If relevant, do you intend to secure sustained funding from another source? How can we partner with you to help you succeed at this step?
- Your organization’s intended use of the funds. You may include a budget (.pdf, .doc, .xls) with your application to allow us to see your allotment of funds.

Once you have carefully considered and compiled the relevant information, you should complete the online application. Applications received after each deadline will be considered during the next funding cycle.

You will receive an email confirmation that your application has been received. After the family advisors have met and decided, the Community Foundation will contact each applicant regarding his or her respective results. There is presently no limit to how many grants you may submit or the number of times you may apply.

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AS YOU APPLY

You will be asked:

Identifying information

1. Organization name
2. Federal Tax ID Number (Required for all nonprofits, including school corporations and municipalities)
3. Physical Address/PO Box, city, state and zip code
4. Organization's president/CEO
5. Organization's website
6. Board members, including officers
7. Contact person for application, with their contact information

The basics

1. Have you applied for and/or received a grant from the Bontrager Family Foundation in the past?
2. Project/Program name:
3. Request amount: Total amount of funds you are requesting. If this is a multi-year request, your total here should include all years.
4. What will you use this money for?
5. How many people will be served by this program?
6. Request type
 - New Project/Program
 - Ongoing Project/Program
 - One-Time Project
 - Annual Campaign
 - Other (please be prepared to explain)
7. If your request is for a project or program, what is the total one-time or annual cost?
8. Project start date
9. Project end date

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Core Criteria

1. Please provide us with a brief summary of your organization's ability to meet one or more of the Bontrager family's guiding criteria:
 - Serving with Christian faith
 - Focusing on children and family
 - Serving the Middlebury community
2. Name other organizations which provide comparable services in your service area:
(If your organization provides unique services, please also explain).

Be prepared to upload a proposed budget (.xls file preferred)

If you have questions as you prepare your application, please reach out to a member of our Development team.



Carrie Berghoff

Chief Development Officer

Carrie@inspiringgood.org



Kim Miller

Director of Donor Services

Kim@inspiringgood.org