



COMMUNITY FUND FOR IMMIGRANT WELLNESS

2025 Request for Proposals

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COMMUNITY FUND FOR IMMIGRANT WELLNESS

About the Community Fund for Immigrant Wellness

The Community Fund for Immigrant Wellness alters the traditional process of philanthropic giving. In this innovative approach, community-based, immigrant-serving organizations define the grantmaking strategy and disseminate grant dollars from a pooled fund. Ultimately, this process shifts the power dynamic in the funder-grantee relationship by asking service providers to not only inform a funding process but to drive it.

MISSION

The Community Fund for Immigrant Wellness serves diverse immigrant communities throughout Southeastern Pennsylvania by providing financial support and capacity building to organizations that **remove barriers and provide opportunities for immigrant communities to live with dignity and joy**. The Community Fund is stewarded by a group of community-based, immigrant-serving organizations and local philanthropic organizations who are deeply committed to shifting power dynamics between philanthropy and service organizations by utilizing a transparent shared decision-making process. Listening, learning, and humility are central to this approach. At its core, the Community Fund's approach is asset driven, drawing on the tremendous expertise, commitment, and resilience of the immigrant and refugee communities in Southeastern PA.

GRANTMAKING

In its sixth cycle of grantmaking, organizations can apply for \$30,000 unrestricted grants. Organizations must support the emotional health and wellbeing of immigrant and refugee communities work by:

- Creating opportunities with immigrant communities to encourage care, positive coping strategies, and collective healing
- Building spaces that cultivate meaningful connections among community members
- Fostering a sense of dignity and self-agency
- Centering cultural practices of participants

In addition to grant dollars, grantees will also have the opportunity to participate in a Community of Practice, where they will have the opportunity to build relationships, share their work, learn from one another, and develop collaborative projects. Grantees will also have access to capacity building support through their involvement in the Community of Practice.



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Grant Information

ELIGIBILITY REQUIREMENTS

To be eligible for funding, organizations must meet the following requirements:

- **Non-Profit Organization:** The organization is recognized as tax-exempt under Section 501(c)(3) of the Internal Revenue Code or has a fiscal sponsor.
- **Geographic Location:** The organization serves communities located in the Greater Philadelphia region, including: Bucks County, Chester County, Delaware County, Montgomery County, and Philadelphia County
- **Organization Budget Size:** The organization has an annual budget of \$10 million or less.
- **Organization Mission:** The organization's mission is to work with immigrant and/or refugee communities.
- **Representative Leadership:** The Community Fund for Immigrant Wellness is dedicated to advancing leadership of immigrants and refugees. In the evaluation process, consideration will be given to how the organization has worked to build a leadership team and board that reflects the community they serve.

KEY DATES

DATE	EVENT
Tuesday, March 4 th , 2025	Application period opens
Thursday, March 20 th at 10am ET	Informational session about the application process <i>To register for the session, click here.</i>
Thursday, April 10 th at 5pm ET	Application period closes
April – June 2025	<ul style="list-style-type: none">• Due Diligence Period• Granting Group reviews applications
June 2025	<ul style="list-style-type: none">• Applicants notified of award status• Grant contracting and payment period
July 2025 – June 2026	Grant year

**The Community Fund for Immigrant Wellness reserves the right to change any of the above dates. All changes will be posted online.*



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Grant Application

Organizations are eligible to apply for \$30,000 unrestricted grants. The Community Fund for Immigrant Wellness will support organizations that demonstrate their ability to:

- Create opportunities with immigrant communities to encourage care, positive coping strategies, and collective healing
- Build spaces that cultivate meaningful connections among community members
- Foster a sense of dignity and self-agency
- Center cultural practices of participants

Applicants will be asked to provide the following information in the Community Fund for Immigrant Wellness application, which can be accessed through our [online grant portal](#).

FOUNDANT INFORMATION

Select Language: Select your preferred language from a dropdown menu in the top left corner.

If you need interpretation or translation support, please email info@scattergoodfoundation.org to connect with an interpreter or receive materials in your preferred language.

To create an account in the Scattergood Foundation's online grant portal, you will need:

- **Organization Information:**
 - Organization Name
 - Employer Identification Number/Tax ID
(If your organization is fiscally sponsored, please contact the Scattergood Foundation)
 - Website
 - Phone
 - Address
 - Email Address
- **User Information:** Name, Phone, Email Address
- **Executive Officer Information:** Name, Phone, Email Address

Organizations that are fiscally sponsored should apply using the fiscal sponsor's Foundant account. Please reach out to info@scattergoodfoundation.org for help creating an account or if you have any questions.

APPLICATION QUESTIONS

Section I: Eligibility Requirements

1. **Non-Profit Status OR Fiscal Sponsorship:** Please provide your organization's 501(c)(3) designation letter from the IRS. If your organization is fiscally sponsored, please provide the fiscal sponsorship agreement AND your fiscal sponsor's 501(c)(3) designation letter ([an example can be found here](#)) from the IRS. [Upload: Allowable file types include pdf]



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- *If the applicant is a newly formed 501(c)(3) and has not yet submitted a 990, they must use a fiscal sponsor.*
 - *For fiscally sponsored applicants, the fiscal sponsor agreement must include:*
 - *the role and responsibility of each party;*
 - *any recordkeeping responsibilities that the sponsored organization owes the fiscal sponsor; and*
 - *the administrative fee the sponsored organization will provide to its fiscal sponsor.*
- 2. Organization Mission Statement:** Please provide your organization’s mission statement. (2,500 characters)
- 3. Annual Budget:** Which of the following best represents your organization’s operating budget for the current fiscal year?
- Less than \$50,000
 - \$50,000 - \$99,999
 - \$100,000 - \$249,999
 - \$250,000 - \$499,999
 - \$500,000 - \$999,999
 - \$1,000,000 - \$4, 999,999
 - \$5,000,000 - \$10,000,000
- 4. Organization Location:** In what county does your organization primarily work?
- Bucks County
 - Chester County
 - Delaware County
 - Montgomery County
 - Philadelphia County

Section II: Community Information

- 1. Community Description:** Please describe the community your organization works with. Please include demographic information, location of services, and community strengths and assets. (5,000 characters)
 - 2. Community Representation:** Please describe how your organization’s staff and board is representative of the community your organization works with. (5,000 characters)
 - 3. Community Engagement:** Please describe how your organization engages with the community you serve. (7,500 characters)
- In your description, please answer the following questions:
- How does your organization work together with participants and community members to shape programming and make critical decisions?
 - How has your organization worked to build trust and power in your community?
 - How does your organization ensure that programming is culturally and linguistically accessible in your community?



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Section III: Organization Information

- 4. Organization History:** Please describe your organization's history and track record of work with the community you serve. (7,500 characters)
- 5. Organization Description:** Please describe the programs that your organization provides. (7,500 characters)

In your description, please answer the following questions:

- How does your organization support the emotional health and wellbeing of the communities you work with?
 - How does your organization serve participants and communities holistically?
 - How does your organization advocate together with the communities you work with?
- 6. Alignment with Community Fund for Immigrant Wellness Goals:** Please describe how the work of your organization aligns with the mission and goals of the Community Fund for Immigrant Wellness. (7,500 characters)

*The mission of the Community Fund for Immigrant Wellness is to serve diverse immigrant communities throughout Southeastern Pennsylvania by investing in organizations that **remove barriers and provide opportunities for immigrant communities to live with dignity and joy.***

In your description, please speak to the specific goals of the Community Fund for Immigrant Wellness, which include:

- Creating opportunities with immigrant communities to encourage care, positive coping strategies, and collective healing
 - Building space for participants to cultivate meaningful connections with their community
 - Fostering a sense of dignity and self-agency among participants
 - Centering cultural practices of participants
- 7. Staff Wellness and Leadership:** Providing quality supervision, opportunities for professional development, supportive organizational practices, and community care are foundational elements of supporting nonprofit staff and building a healthy workplace. Please describe how your organization currently approaches staff wellness and leadership. (5,000 characters)

Section IV: Financial Information

- 8. Financial Review:** Please provide a copy of your organization's most recent budget using this [budget template](#).

Scattergood Foundation staff will pull additional financial information from [Guidestar/Candid](#) for your organization. If you would like to provide information that is not included on your [Guidestar/Candid](#) profile, please contact Caitlin O'Brien at cobrien@scattergoodfoundation.org. If your organization is fiscally sponsored, we reserve the right to contact your fiscal sponsor.

- 9. Anticipated Budget Changes:** Do you anticipate any significant changes in your budget in the current or future fiscal year? If so, what changes do you anticipate? (5,000 characters)



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10. Impact of Funding: Please share how a \$30,000 unrestricted grant would impact your organization and community. (5,000 characters)

Section V: Additional Information

11. [OPTIONAL] Additional Information: Is there anything else you would like to say to support this application?

You may answer this question in writing or by copying and pasting a link to a video clip, audio clip, photos, or another medium of communication. You may also upload a file. The intention of this question is to provide organizations with an additional opportunity to share about their program using whatever communication tool feels right for them.



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APPLICATION SUPPORT AND CONTACT INFORMATION

Information Session

Applicants are welcome to join the Scattergood Foundation for a virtual information session on **Thursday, March 20th at 10am**. To register for the session, please [click here](#). Please note that this session will not be recorded.

Questions

Please submit questions to info@scattergoodfoundation.org.

Language Access

If you need interpretation support in another language, please email info@scattergoodfoundation.org.

SELECTION PROCESS AND CRITERIA

All applications will be reviewed by Scattergood Foundation staff through a due diligence process to ensure that organizations meet the eligibility requirements. For organizations that do meet the requirements, their applications will be reviewed and evaluated through a community grantmaking process.

Granting Groups

The Community Fund for Immigrant Wellness uses a participatory grantmaking process in which Granting Groups are responsible for the provision of grant dollars to organizations that meet the eligibility requirements and align with the goals of the Fund. Granting Group members must have lived experience as a first-, 1.5-, or second-generation immigrant and are selected through an application process directed by the Community Advisory Board with support from the Scattergood Foundation.

Granting Group members review applications and work collaboratively to allocate grant dollars through a facilitated process. The group can include between six and nine individuals.

Granting group members can serve for up to two terms. The terms do not have to be consecutive.



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Selection Criteria

Community granting group members will be directed to evaluate applications based on the content and ideas presented, and to refrain from evaluating applications based on style of writing, spelling, grammar, etc.

Community:

- On a scale from 1-5, please rate how representative is the organization's staff and leadership of the community they serve.
- On a scale from 1-5, please rate how well the organization includes community voice in decision making.
- On a scale from 1-5, please rate how trusted the organization is in their community.
- On a scale from 1-5, please rate the accessibility of the organization.

Organization:

- On a scale from 1-5, please rate the organization's history and track record of work with the community they serve.
- On a scale from 1-5, please rate how well the organization supports emotional health and wellbeing.
- On a scale from 1-5, please rate how holistic the organization is in serving their community.
- On a scale from 1-5, please rate how the organization advocates together with community.
- On a scale from 1-5, please rate the alignment of the organization's work with the mission and goals of the Community Fund for Immigrant Wellness.
- On a scale from 1-5, please rate how the organization supports staff wellness and leadership.

Financial:

- On a scale from 1-5, please rate the impact of the grant on the organization and community.

Cohort Diversity and Community Need

- How does the organization and the community they serve contribute to the diversity of the grantee cohort?
- How does the organization's programming respond to community need? In relation to other applicants, what is the need among the community this organization serves?

Overall impressions, Concerns, and Recommendation



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Frequently Asked Questions

GENERAL INFORMATION

1. Is there a fee to apply?

No, there is no fee associated with submitting and application.

2. Are previous grantees of the Community Fund eligible to apply?

Yes, previous grantees of the Community Fund will be eligible to apply for this year's round of grants. All applicants will use the same application.

3. Can current or past grantees of the Scattergood Foundation or other funders who have contributed to the pooled fund apply?

Yes, current and/or past grantees of the Scattergood Foundation or of other funders who have contributed to the pooled fund may apply to the Community Fund for Immigrant Wellness.

4. How many grants will the Community Fund award?

There is not a pre-specified number of grants that will be awarded. Decisions will be made based on quality of applications.

5. What is the Community of Practice and who will participate?

Community Fund for Immigrant Wellness grantees will be invited to participate in a Community of Practice. The group will meet at least four times per year to build a space for stakeholders to share best practices and innovative strategies, unite stakeholders around pressing behavioral health issues for immigrant and refugees, and advocate for necessary systems change.

6. How does the Community Fund for Immigrant Wellness define 'behavioral health'?

The Community Fund for Immigrant Wellness defines behavioral health as:

A dynamic state of well-being which enables individuals to use their abilities in harmony with societal values. Important components of mental health include an individual's ability to:

- recognize, express, and manage emotions;
- cope with normal stresses of life;
- relate to others and function in social roles;
- maintain a healthy relationship to addictive substances;
- make a contribution to the community; and
- realize their own potential.

*Adapted from the World Health Organization; Galderisi, S., Heinz, A., Kastrup, M., Beezhold, J., & Sartorius, N. (2015). Toward a new definition of mental health. *World psychiatry: official journal of the World Psychiatric Association (WPA)*, 14(2), 231-3.; and *MentalHealth.gov (HHS)*.



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7. Is the pooled fund still taking donations for this grant cycle?

Yes. Funders and private donors can still give to the Community Fund for Immigrant Wellness. Please contact Caitlin O'Brien at cobrien@scattergoodfoundation.org for more information.

8. Who do I contact if I have questions about the Community Fund for Immigrant Wellness?

Please contact Caitlin O'Brien at cobrien@scattergoodfoundation.org with any questions.

SUBMISSION PROCESS

9. How can organizations submit an application?

Submissions can be made through our online grant portal, which can be found at <https://www.grantinterface.com/Process/Apply?urlkey=SGF>.

No paper applications will be accepted.

10. What are the steps for submitting an application?

The steps for submitting an application are as follows:

1. Create a Foundant account for the Scattergood Foundation. If you already have a Foundant account with the Foundation, log on using your email address and password. You may access the logon page [here](#).
2. You will then be directed to your Applicant Dashboard. Click on the "Apply" tab at the top toward the left.
3. You will then see a list of Scattergood Foundation applications. Select either of the two "Community Fund for Immigrant Wellness Cycle 6" grant applications. Click the "Apply" button on the right side of the application you wish to complete.
4. Complete the application. If you would like to save the application and return to it, click the "Save Application" button. Once you are ready to submit, click the blue "Submit Application" button.

If you need assistance using the online platform, please reach out to Caitlin O'Brien at cobrien@scattergoodfoundation.org.

SELECTION PROCESS

11. What is the selection process?

Members of a Granting Group will individually review applications and score them based on pre-determined selection criteria. The Scattergood Foundation will tabulate scores and facilitate an in-depth discussion of applications with the Granting Group. The Granting Group will come to consensus about grant decisions based on their scoring rubrics and the discussion of applications.

12. Who decides which organizations will receive grant awards?



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The Granting Group will evaluate applications and make decisions about grant awards.

13. What is the difference between the Community Advisory Board and Granting Group?

The Community Advisory Board is a group of non-profit leaders with years of experience working with immigrant and refugee communities. They develop the strategy for how funds from the Community Fund will be disbursed, including the development of the Request for Proposals. Members of the Community Advisory Board are paid a stipend of \$500 for their time.

The Granting Group is a smaller group, members of which are nominated by the Community Advisory Board. This group is tasked with evaluating applications and allocating funds. Members of the Granting Group are paid a \$1,500 stipend for their time.

14. What organizations are involved in the Community Advisory Board?

The following organizations are involved in the Community Advisory Board:

- ACANA
- AFAHO
- HIAS PA
- Nationalities Service Center
- La Puerta Abierta
- Puentes de Salud
- SEAMAAC
- The Welcoming Center

15. Can members of the Community Advisory Board or Granting Group apply for grants?

Yes. Community Advisory Board member organizations are eligible to apply for grants. Granting Group members are trained in conflicts of interest and do not review applications nor are they a part of deliberations about organizations with which they have conflicts.

16. What is the role of the funders in making decisions?

The funders of the Community Fund for Immigrant Wellness do not have a vote in the selection process. However, they can act as a tiebreaker if necessary and will also provide guidance should the granting group request it.

17. How will you determine if my organization meets the eligibility requirements?

The Scattergood Foundation and Granting Group will determine your organization's eligibility using the following methods:

- **Non-Profit Organization:** The application will require organizations to submit their 501(c)(3) determination letter or fiscal sponsorship letter.
- **Geographic Location:** The application will require each applicant to select the county where their organization is located.



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- **Organization Budget Size:** The application will require each applicant to state their annual budget size.
- **Organization Mission:** The application will require each organization to include their mission statement. The Scattergood Foundation and Granting Group will determine, based on the mission and community served, whether the organization's mission is primarily focused on serving immigrants and/or refugee communities.
- **Representative Leadership:** The application will require applicants to describe how their organization has worked to ensure that their leadership team and board are representative of the community they serve. The Granting Group will review the answers and assess how the organization has worked to build representative leadership.

18. How will I know if I am selected to receive a grant?

The Scattergood Foundation will manage all communications about grant decisions, contracting, payments, and reporting via email and the grant portal.