

**DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD
COMMUNITY INVESTMENT FUNDING GUIDELINES**

Approved June 21, 2021

The allocation of community investment funding by the DeKalb County Community Mental Health Board shall be for purposes of distributing one-time grants to alleviate the issues of poverty, violence and inequality for DeKalb County residents. Funds available for this grant program are not renewable and once all funds are distributed the grant program will permanently close. As such, the decisions of the Board in funding shall be guided by the requirements of the “Funding Guidelines” as provided in this document and approved by the Board. This will be the only grant round for these funds. Most grants will range from \$5,000 - \$7,000. Applications will be accepted on a rolling basis until all funds are depleted and the grant program is closed. The timeline for grant review and decisions is 60 days maximum from time grant application is submitted.

Mission Statement: Through leadership and funding, the DeKalb County Community Mental Health Board supports access to high quality behavioral healthcare services for DeKalb County residents.

Core Values Statement:

The DeKalb County Community Mental Health Board uses the following core values as the guiding principles that dictate the behavior and action of the Board. Core Values are a central belief deeply understood and shared by every member of the organization.

- ❖ **Leadership** – The DCCMHB will articulate a positive vision of a community where access to behavioral health services is available to all and support that vision through careful planning, goals, strategies and actions
- ❖ **Responsibility** – The DCCMHB will promote a mutual trust between the profession and the public that requires responding to community needs for mental health and wellness, be reliable and trustworthy, demonstrate problem solving and decision-making skills, being accountable for what we do and who we are.
- ❖ **Service** – The DCCMHB will maintain a careful stewardship of human and financial resources, positive contributions to the broader community, and share time and talents with others
- ❖ **Community** – The DCCMHB will partner with a network of people with common agenda, cause, and/or interest who collaborate by sharing ideas, information and other resources.

Purpose

The purpose of Community Investment funding is one-time non-renewable funding available for program, services, capital requests or infrastructure that assists low-income individuals/families and/or the organizations that work in the areas of poverty, violence and inequality. A letter of inquiry is required prior to completing a grant application and is available at <https://dekalbcounty.org/departments/mental-health-board/grant-application/>

Funding Guidelines

Applicants must be a not-for-profit corporation having been awarded tax exempt status under section 501(c)(3) of the Internal Revenue Code or having applied for such status less than 24 months from the date of application or a government organization. Grants shall be made to those organizations serving DeKalb County, IL.

1. Applicants shall have policy-making boards of directors, which are representative of the community, if applicable. Names, position, terms of office and contact information shall be provided to the DeKalb County Community Mental Health Board.
2. No paid staff member of any applicant agency, or his or her spouse, shall serve on that agency’s board of directors.

3. Successful applicants shall enter into a Service Agreement between the Agency and the DeKalb County Community Mental Health Board, which will spell out the conditions of the funding. Funds will be distributed to organizations serving low-income individuals/families with a focus on individuals/families experiencing poverty, violence and/or inequality. Funds are non-renewable, one-time awards and can be used for programs, services, capital and/or infrastructure costs.
4. Applicants will demonstrate financial reliability and stability.

Funding from the Community Initiative – DeKalb County Community Mental Health Board shall **not** be used for:

- To fund endowments, contingency funds, reserves, interest or taxes
- For sectarian or religious purposes or for organizations operated primarily for the benefit of their own membership
- For the payment of political organizations or campaigns.
- For debt-reduction

Application Procedures

Organizations wishing to submit a grant application must submit a letter of inquiry through the online grant portal of the DeKalb County Community Mental Health Board accessible at <https://dekalbcounty.org/departments/mental-health-board/grant-application/>. Those organizations that pass through the letter of inquiry phase will be invited to complete a brief online proposal.

1. Applicants shall clearly indicate how their program(s), service or capital request meets the mission of work in the areas of poverty, violence and/or inequality.
2. Funds being requested from the DeKalb County Community Mental Health Board shall be used to provide services to DeKalb County residents. In instances where clear benefit exists to the County, service may be to non-county residents.
3. Access to services shall be easy and prompt for all clients including those with physical handicaps. Applicants must not engage in structural discrimination through policies or procedures which create barriers for recipients to receive programs or services in a timely manner.
4. Applicants shall not discriminate in the acceptance of clients, employment of personnel, or in any other request, on the basis of race, color, sex, national origin, religion, age, disability, or handicap. Agencies are required to provide a statement by its director certifying that it does not discriminate in the acceptance of clients, employment of personnel, appointment of members of the board of directors, or in any other respect, on the basis of race, color, religions, national origin, ancestry, gender, sexual preference, physical or mental disability unrelated to ability.
5. In addition, all agencies must demonstrate an ability to meet and agree to accept, all of the following conditions in order to be considered for funding:

5.1 Payments for contractual services will be made on a schedule stated within the contract provided the agency has met all contractual conditions and obligations.

5.2 At the end of the funding period, the DeKalb County Community Mental Health Board will require: a final report summarizing program activities; and evaluation of the program in accordance with the proposal outlined above; and an accounting of all funds received from the DeKalb County Community Mental Health Board.