

RFP: BBCF Community Impact Funds

Bridge Builders Community Foundations

Request for Letters of Intent

BBCF Community Impact Funds

Purpose of the Funding Opportunity

Bridge Builders Community Foundations invites Letters of Intent for grants from its **Community Impact Funds** to support charitable projects that respond to documented community needs and improve quality of life in the region.

This funding opportunity is informed by BBCF's **Community Insights** project. BBCF describes Community Insights as part of its commitment to planning, assessing community health, measuring impact, and sharing data reports that can serve as a resource for community planning and grant applications. ([Bridge Builders Community Foundations](#))

Applicants may submit ideas that address **one or more** of the focus areas identified through the Community Insights project:

- Food Insecurity
- Health & Well-Being
- Education & Economic Opportunities
- Housing Status
- Neighborhood & Built Environment ([Bridge Builders Community Foundations](#))

Proposals may focus deeply on one issue area or may address the intersection of multiple issues, particularly where applicants can demonstrate a clear community need, a practical and achievable response, and meaningful benefit to residents.

Grant Award

Average grant award size:

- **Clarion County:** \$1,500 to \$2,500
- **Forest County:** \$3,000 to \$5,000
- **Venango County:** \$5,000 to \$10,000
- **Punxsutawney Area (defined by the Punxsutawney Area School District boundaries):** \$1,500 to \$3,000

Requests outside of that range may still be considered.

Funding Priorities

Letters of Intent may focus on one or more of the following areas:

- **Food Insecurity**

Projects that:

- improve access to nutritious food
- strengthen food distribution systems
- reduce barriers to food access
- address hunger
- support food security
- build more resilient local food systems

BBCF's Community Insights page identifies food insecurity as a critical challenge affecting residents. ([Bridge Builders Community Foundations](#))

- **Health & Well-Being**

Projects that:

- improve physical health
- behavioral health
- mental health
- social well-being
- access to care
- prevention
- wellness
- supportive community conditions

BBCF's Community Insights page notes that Venango County has a higher percentage of residents in poor health across listed categories. ([Bridge Builders Community Foundations](#))

- **Education & Economic Opportunities**

Projects that support:

- educational attainment
- workforce readiness
- skill development
- career pathways
- entrepreneurship
- financial stability
- employment access
- or economic mobility

BBCF's Community Insights page emphasizes that a well-educated and skilled workforce supports innovation, productivity, and business competitiveness. ([Bridge Builders Community Foundations](#))

- **Housing Status**

Projects that address:

- housing affordability
- housing quality
- blight
- property conditions
- rental availability
- housing stability

- homelessness prevention
- related barriers to community well-being

BBCF's Community Insights page identifies blight, affordability, low property values, and lack of quality rentals among the region's concerns. ([Bridge Builders Community Foundations](#))

- **Neighborhood & Built Environment**

Projects that improve community conditions, including:

- access to green space
- transportation
- internet connectivity
- environmental quality
- school and community assets
- public spaces
- safety
- accessibility
- other features of healthy and connected communities

BBCF's Community Insights page identifies green space access, internet access, school quality, and environmental health as examples of indicators that can measure community health. ([Bridge Builders Community Foundations](#))

Geographic Focus

This funding opportunity is intended to benefit communities served by Bridge Builders Community Foundations and its affiliates, including Clarion County, Forest County, Venango County, and the Punxsutawney Area (defined by the Punxsutawney Area School District boundaries). Applicants should clearly identify the communities that will benefit from the request and explain how the request responds to local or regional needs. Multi-county initiatives are acceptable.

County-Specific Applications

This funding opportunity includes four separate application processes for Clarion County, Forest County, Venango County, and the Punxsutawney Area (defined by the Punxsutawney Area School District boundaries). Please select the application process that corresponds to the county or service area of your request.

If your request serves more than one county or service area, select the application process that represents the primary geographic focus of your request.

If the geographic focus of your request is divided approximately equally among two or more counties or service areas, please submit a separate LOI for each applicable application process. In each LOI, request only the portion of funding associated with that county or service area.

Eligible Applicants

Eligible applicants may include nonprofit organizations, public institutions, educational institutions, municipalities, authorities, public agencies, charitable initiatives, or organizations operating through an eligible fiscal sponsor.

Churches and faith-based organizations may be eligible when the proposed project serves a charitable community purpose and does not require participation in religious instruction, worship, or proselytization as a condition of receiving services.

Preferred Applicant Characteristics

BBCF is especially interested in ideas that demonstrate:

- Strong alignment with one or more Community Insights focus areas
- Clear understanding of local need, supported by data, community input, lived experience, or organizational experience
- Meaningful benefit to residents of Clarion County, Forest County, Venango County, and/or the Punxsutawney Area (defined by the Punxsutawney Area School District boundaries)
- Practical and achievable project design
- Organizational capacity to complete the work
- A proven track record, or a compelling case for a new or emerging initiative
- Collaboration with other organizations, residents, public agencies, schools, municipalities, employers, or community partners
- Evidence of matching funds, leveraged resources, in-kind support, or community commitment
- Potential for sustained impact beyond the grant period
- Willingness to share learning, outcomes, and stories of impact with BBCF and the broader community

Eligible Uses of Funds

Grant funds may support expenses such as:

- Program or project implementation
- Materials, supplies, equipment, or technology directly related to the project
- Staff or contractor time directly tied to project activities
- Outreach, engagement, planning, or coordination
- Participant supports that reduce barriers to access
- Capacity building directly connected to the proposed community impact

- Partnership development or community convening
- Data collection, evaluation, and reporting
- Communications or storytelling related to project impact

Ineligible Uses

Grant funds generally may not be used for:

- Political campaign activity or lobbying
- Religious instruction, worship, or proselytization
- Debt reduction or prior expenses
- Projects that primarily benefit individuals or organizations outside BBCF's service region
- General operating support unrelated to the proposed project
- Activities inconsistent with BBCF's charitable purposes
- Funding endowments

Two-Step Application Process

This funding opportunity will use a two-step application process.

Step 1: Letter of Intent

Interested applicants should first submit a brief Letter of Intent. The LOI is intended to help BBCF understand the basic idea, its alignment with one or more Community Insights focus areas, the community need being addressed, the population and geography served, and the applicant's capacity to carry out the work.

Step 2: Full Proposal by Invitation Only

BBCF staff will review submitted LOIs and invite selected applicants to submit a full proposal. Submission of an LOI does not guarantee an invitation to apply or a grant award. Full proposals will request additional detail about project design, budget, partnerships, outcomes, implementation timeline, and evaluation approach.

What to Include in the Letter of Intent

Please submit a Letter of Intent of no more than one page that addresses the following:

- Who is applying, including the organization's name, contact person, location, and service area, including which county is served?
- What is the proposed project, program, service, partnership, or initiative?
- Which Community Insights focus area or areas does the idea address?

- What community need, opportunity, or problem would the project address?
- Who would benefit, and where would the work take place?
- What is the estimated amount of funding requested, if known?
- Why is the applicant well positioned to carry out the work?
- Are there key partners, collaborators, or community stakeholders involved?
- What would success look like?

Full Proposal by Invitation Only

Applicants invited to submit a full proposal should expect to provide additional information, which may include:

- Detailed project description and work plan
- Project budget and funding plan
- Description of partners and community support
- Evidence of organizational capacity
- Explanation of how the project responds to data, community input, or documented need
- Expected outcomes and evaluation approach
- Sustainability or continuation plan
- Additional documentation requested by BBCF

Review and Selection Process

BBCF will review LOIs for alignment with Community Insights focus areas, community need, feasibility, organizational capacity, collaboration, potential impact, and responsible use of charitable resources. Selected applicants may be invited to submit a full proposal. BBCF may also request follow-up conversations, interviews, or site visits as part of the review process.

Final grant decisions will be made according to BBCF's grantmaking policies and procedures.

Grant Reporting and Partnership Expectations

Grant recipients may be asked to provide periodic updates, a final report, financial documentation, outcome data, stories of impact, photographs, or other information that helps BBCF understand and communicate the results of the funded work. BBCF may also request site visits or check-in conversations during the grant period.

Timeline

- RFP Released: September 7, 2026
- LOI Opens: September 14, 2026
- LOI Deadline: September 25, 2026
- Invitations for Full Proposals Issued: October 12, 2026
- Full Proposal Deadline: October 30, 2026
- Applicant Interviews / Site Visits, if applicable: Throughout September, October, and November
- Grant Decisions Announced: December 18, 2026
- Grant Disbursed: Throughout late December and early January
- Final Reports Due: September 30, 2027

Submission Instructions

Letters of Intent should be submitted through the grant portal, which can be accessed on the Grants page of the BBCF website. Questions may be directed to Tessa King, Grant & Scholarship, at tessa@bbcf.org or 814-677-8687.