

RFP: RADLY Charitable Fund

Bridge Builders Community Foundations

Request for Letters of Intent

RADLY Charitable Fund

Purpose of the Funding Opportunity

Bridge Builders Community Foundations invites Letters of Intent for grants from the **RADLY Charitable Fund**, a field-of-interest fund established to promote and advance the trades, applied technology, apprenticeships, education, workforce development, and related vocational opportunities. The fund places particular emphasis on expanding access and opportunity for economically disadvantaged populations.

Through this funding opportunity, BBCF seeks to support programs, projects, partnerships, and initiatives that help individuals gain practical skills, technical training, certifications, mentorship, hands-on learning experiences, and pathways to employment or entrepreneurship in fields that strengthen the local economy and improve quality of life.

Grant Award

Average grant award size: \$5,000 to \$10,000

Requests outside of that range will be considered.

Funding Priorities

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

- **Skilled Trades**

Programs or projects related to:

- culinary arts
- carpentry
- plumbing
- electrical work
- welding
- masonry
- HVAC
- building trades
- mechanical trades
- structural construction
- utility and infrastructure work
- weatherization, grid modernization
- residential building
- related fields

- **Land Stewardship and Management**

Programs or projects related to:

- forestry
- agriculture
- environmental sciences
- sustainable forestry
- agribusiness
- conservation
- environmental restoration
- pollution remediation
- horticulture
- permaculture
- sustainable agriculture
- natural resource management
- farm management
- ecological farming
- gardening
- green building
- sustainable construction
- other environmentally sustainable land-use practices

- **STEM Education and Applied Technology**

Programs or projects that provide hands-on learning in:

- science, technology, engineering, math
- chemical engineering
- waste management
- recycling
- manufacturing technology
- robotics
- automation
- CAD
- civil or structural engineering
- clean energy technologies
- renewable energy infrastructure
- emerging technical fields

- **Workforce Development and Certifications**

Programs that provide industry-recognized:

- certifications
- vocational training
- career development
- internships
- apprenticeships
- mentorship
- job placement
- other workforce pathway supports

- **Small Business and Startup Support**

Programs or projects that provide:

- education

- technical assistance
- mentorship
- other support services to small businesses and startups, particularly where the work supports job creation, economic opportunity, and local quality of life

Geographic Priorities

The RADLY Charitable Fund gives priority to the following geographic areas, in this order:

1. **Tier 1:** Elk Township and Knox, located in Clarion County, Pennsylvania
2. **Tier 2:** Broader Clarion County, Pennsylvania
3. **Tier 3:** Forest and Venango Counties, Pennsylvania

Applicants should clearly describe where the proposed program or project will take place, which residents or communities will benefit, and how the proposal aligns with the fund's geographic priorities.

Eligible Applicants

Eligible applicants may include nonprofit organizations, public institutions, educational institutions, municipalities, authorities, charitable initiatives, community events, or organizations operating through an eligible fiscal sponsor. Applicants should be able to demonstrate that the proposed work is charitable in nature and aligned with the fund's stated purpose.

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:

- A clear connection to one or more RADLY funding priorities
- Strong understanding of local workforce, education, economic, or community needs
- Intentional focus on expanding access for economically disadvantaged populations
- Practical and achievable program design
- Organizational readiness and capacity to carry out the proposed work
- A proven track record, or a compelling case for a new or emerging initiative
- Partnerships with schools, employers, training providers, municipalities, nonprofits, or community organizations

- Evidence of matching funds, leveraged resources, in-kind support, or community commitment
- Potential to continue, grow, or inform future work beyond the grant period

Eligible Uses of Funds

Grant funds may be used for expenses directly related to the proposed charitable project, including but not limited to:

- Program materials and supplies
- Tools, equipment, or technology needed for hands-on training
- Certification or credentialing costs
- Instructor, trainer, mentor, or facilitator costs
- Transportation or access supports for participants
- Curriculum development or program design
- Apprenticeship, internship, or job placement supports
- Small business technical assistance or mentorship activities
- Outreach to economically disadvantaged populations
- Evaluation, reporting, and impact documentation

Ineligible Uses

Grant funds generally may not be used for:

- Activities outside the charitable purposes of the fund
- Political campaign activity or lobbying
- Religious instruction, worship, or proselytization
- General operating support unrelated to the proposed project
- Debt reduction or prior expenses
- Projects that discriminate on the basis of legally protected characteristics
- 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 fit with the RADLY Charitable Fund, 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?
- What is the proposed project, program, service, partnership, or initiative?
- How does the idea align with the RADLY Charitable Fund's purpose and priorities?
- What community need, opportunity, or problem would the project address?
- Who would benefit, and where would the work take place?
- How would the project expand access or opportunity, especially for economically disadvantaged populations?
- What is the estimated amount of funding requested, if known?
- Why is the applicant well positioned to carry out the work?
- 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
- 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 the RADLY Charitable Fund's purpose, geographic priorities, community need, organizational capacity, feasibility, and potential impact. 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, stories of impact, participant outcomes, photographs, or other materials that help 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

- 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 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.