



Community Development Collaborative  
of Greater Columbus

## Operating Support and Housing Development Grant Program *2026 Grant Application*

The Collaborative is committed to strengthening the capacity of Community Development Corporations (CDCs) to develop affordable housing opportunities and pursue neighborhood revitalization initiatives. This program provides operational support to ensure CDCs can sustain and grow their impact in Columbus and Franklin County.

Grants are competitive and not automatically renewed. The maximum grant award is \$60,000, subject to confirmation of final funding availability. Grant dollars may not be used to fund direct construction activities (e.g., physical improvements to real estate).

**Application Deadline:** Friday, October 31, 2025

Submit completed applications to: **Jess Patterson** | [jess@hztrust.org](mailto:jess@hztrust.org)

### Eligibility

To be eligible for grant funding, organizations must:

- Be a 501(c)(3) Community Development Corporation in good standing with the Ohio Secretary of State.
- Serve an area within Franklin County, Ohio.
- Demonstrate that at least 50% of 2026 operational revenue will come from at least one other source.
- Construct or rehabilitate at least one affordable housing unit within calendar year 2025.
- Have developed affordable housing in the past three years serving households at or below 80% AMI.

### Additional Considerations

Priority will be given to organizations that can demonstrate:

- Collaborations with other nonprofits (e.g., shared services or housing development partnerships).
- Evidence that Collaborative grant dollars leverage additional operational support.
- Clear articulation of how funds increase organizational capacity and community impact.

## Application Submission Checklist

Submit all documents in three (3) separate PDF files labeled as follows:

- [OrgName] General Forms
- [OrgName] Organizational Capacity
- [OrgName] Financial Stability

### Required Documentation

#### General Forms

- Application Summary Form
  - CDC Capacity Building Form (new – see below)
  - Organizational Overview Form (required if your CDC did not receive a 2025 award)
  - Affordable Housing Production Narrative Form (short answer)
  - Community Revitalization Narrative Form (short answer)
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#### Organizational Capacity

- Board Member Listing (affiliation, officers, area residents)
  - Staff/Consultant Bios (limit 150 words each)
  - Organizational chart
  - A Certificate of Good Standing (dated within 6 months)
  - 501(c)(3) IRS designation letter (if new applicant)
  - Strategic Plan (if available)
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#### Financial Stability

- Financial statements as of August 31, 2025
- Comparative YTD Operating Budget (detailed income/expense; show all committed/uncommitted sources)
- 2024 Audited Financials or Compilation

**Application Summary Form**

**Complete this form and include as the cover page of your submission.**

Organization Name: \_\_\_\_\_

Contact Name/Title: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Website: \_\_\_\_\_ Tax ID #: \_\_\_\_\_

Organization Fiscal Year (mm/dd/yy): \_\_\_\_\_ to \_\_\_\_\_

Total Amount Requested: \$\_\_\_\_\_ (Maximum award amount not to exceed \$60,000 subject to change based on confirmation of final grant revenue amounts.)

**Operating Funding Match**

Grant funding awarded by the Collaborative must be matched by at least one other source. This means that at least 50% of your organization’s operating funds must come from sources other than the Collaborative. All financial information, including revenue recognition, must be GAAP compliant.

Using the total amount requested in the above Application Summary Form, list projected operating revenue sources for the 2026 calendar year. In the column labeled “Committed”, place a “yes” or “no” to indicate if you have a written commitment for the corresponding funds.

Source Name	Total	Committed (yes or no)
<b>Total Matching Funds</b>		

## Capacity Building Form

The mission of the Collaborative is to strengthen the capacity of Community Development Corporations (CDCs) to develop affordable housing and revitalize distressed communities. We pursue this mission by providing operational funding support and technical assistance to our grantees.

While we value learning about your housing projects and neighborhood initiatives, this section is focused on helping us understand how Collaborative funding directly supports your organization itself. Your responses should provide a clear picture of:

- How Collaborative dollars are used within your budget,
- What difference this support makes to your operations, and
- How it strengthens your long-term ability to serve your community.

This information is critical not only for making funding decisions in 2026, but also for shaping the Collaborative's long-term support strategy. By better understanding how operational support sustains and strengthens CDCs, we can refine our funding, technical assistance, and advocacy efforts to meet the evolving needs of community development organizations across Franklin County.

**Leveraging Operational Support:** How will this grant help you secure or leverage additional operational funding? (200 words)

**Organizational Impact:** What is the most significant impact of the Collaborative's grant funding on your organization? (200 words)

**Core Strengths:** What is something your organization does exceptionally well in serving your community? (200 words)

**Capacity Expansion:** How do these dollars allow you to maximize or increase your organizational capacity? (200 words)

**Collaboration:** Describe any current or planned collaborations with other organizations (shared services, joint housing efforts, etc.) and how these enhance impact. (200 words)

## Organizational Overview Form

**Geographic Location:** Please detail the geographic location of your service area using physical boundaries. You may also attach a map that clearly delineates your organization's entire service area. Limit your response to 100 words.

**Organizational Mission:** Provide a summary of your organization's mission statement, vision and/or values. Limit your response to 200 words.

**2025 Year-to-Date Accomplishments:** This summary should focus on both housing and non-housing related activities related to the revitalization of the service area. Limit your response to 200 words.

## Affordable Housing Production Narrative

Briefly describe up to two affordable housing projects anticipated in 2026 (150 words each).  
Include:

- Project type, number of units, target AMI, anticipated completion date.
- Primary role of your organization in the project.
- Expected measurable outcomes for 2026.

## Community Revitalization Narrative

Briefly describe up to two non-housing activities that strengthen your neighborhood (100 words each).

**Activity Name:** \_\_\_\_\_ **Start Date:** \_\_\_\_\_ **Finish Date:** \_\_\_\_\_

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**Activity Name:** \_\_\_\_\_ **Start Date:** \_\_\_\_\_ **Finish Date:** \_\_\_\_\_

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## Evaluation Criteria

Applications will be reviewed on:

- Organizational capacity and financial sustainability and completion of application materials.
- Clear demonstration of how funds increase organizational strength and financial feasibility of housing production plans.
- Leveraging of Collaborative funds to attract additional resources.
- Quality and feasibility of housing and community revitalization efforts.
- Evidence of collaboration and partnerships.
- Past performance and grant compliance.

## Additional Information

Upon notification of a grant funding award, organizations will be required to work with Collaborative staff to draft a 2026 Work Plan and Budget that will be used to communicate progress and measure outcomes of: (1) Affordable Housing Production, (2) Community Revitalization, (3) CDC Capacity, and (4) Financial Sustainability. Grantees will be contractually obligated to perform the Work Plan activities as agreed upon. Failure to complete Work Plan activities may constitute grounds for recapture of funds and/or immediate termination of the grant agreement.

In addition, grantees may be required to submit the following:

- Copy of by-laws and articles of incorporation
- List of any parent corporations, subsidiaries and/or affiliations
- 2026 operating budget showing income sources and expenses in detail
- Copy of professional service agreements or contracts with outside consultants that are vital to program activities

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Applications must be submitted no later than **Friday October 31, 2025**. Late application submissions will not be considered. Please submit your application via email and direct any questions to:

Jess Patterson  
Email: [jess@hztrust.org](mailto:jess@hztrust.org)