2025 CALL FOR GRANT APPLICATIONS
For COCA Members ONLY
Open for Submissions: March 10 – April 7, 2025

Care Camps Foundation is pleased to provide an annual opportunity for members of the Children's Oncology Camping Association (COCA) to apply for funding through a grant application process.

Requirements to apply for a Care Camps Foundation grant are as follows:

- Your camp or parent organization must be a member of COCA and dues must be paid for the current membership year.
- Your camp must be currently engaged or accredited with COCA's Gold Ribbon Quality Program.
- Your camp staff must participate in COCA's professional education offerings.

For questions or more information about COCA's membership or their Gold Ribbon Quality Program, contact Jennifer Amundsen, COCA Executive Director, at *jennifer.amundsen@cocai.org.*

Funding Opportunity

Care Camps Foundation is solely focusing on **Operational Grants for 2025.**

- **The Operational Grant** funds are to be used to cover general operating expenses, such as salaries, rent, materials, etc., related to the provision of your camp's services and programs. *Operational grant funds must be spent within this calendar year and cannot be carried forward.*

==**NOTE if you are a new camp with COCA and/or did not receive funding from Care Camps Foundation in 2024, please see pages 3 & 4 of this document**, *where we provide details on some of the information you will need to complete the application.* **We strongly recommend that you gather the required information before you begin filling out the application**==.

Grant Terms and Requirements

In addition to completing the grant application, the items below must be provided to Care Camps Foundation in order to receive funding.

All documentation should be emailed to: *info@carecamps.org.*

Financial

Submit the following five documents from your camp no later than <u>April 7, 2025</u>:

1. Your camp's most recent IRS 990 form or their Canadian T3010
2. Certificate of liability insurance stating the current amount of liability coverage
3. P&L (profit and loss) financial statement for 2024 (if final numbers are not available yet, then drafts may be submitted)
4. Projected operational budget for 2025
5. Financial statements for 2024, if available (or 2023, if 2024 is not yet available)

Marketing and Communications

After receiving funding by or before <u>May 31, 2025</u>:

- **On your camp's website, highlight Care Camps Foundation as a supporter and add a link to the [Care Camps Foundation website](#)**. (Please add the link before submitting your application.)
- **Follow Care Camps Foundation on social media**: Facebook, Instagram, and LinkedIn. Please like, tag, and share with us as we grow our social sphere to increase funding for camps.
- **Update the [Care Camps Foundation logo](#)** on any and all marketing and communication materials within your organization.

During your camp sessions:

- **Add the [Care Camps Foundation logo](#)** to your promotional materials as a sponsor when possible.

By or before <u>September 15, 2025</u>:

- **Submit three impact photos** from your camp that Care Camps Foundation can use with our marketing and communications:
  - Choose three impact photos, preferably of the child alone, with siblings, or of the family. *Please send high resolution photos.*
  - Include a signed photo release for each impact photo submitted.
  - Provide a brief description of what occurred when that photo was taken, i.e., age, first name, and cancer diagnosis (if feasible).
    - If possible, include a quote related to each impact photo (Example: child sitting on large dinosaur; quote is "The best part of camp is the dino nuggets, Trevor, age 10, Leukemia").
  - If possible, Care Camps Foundation will credit your camp's name and location when using the photo.
- *Please email impact photos, photo releases, and additional information to info@carecamps.org.*

By or before <u>December 15, 2025</u>:

- **Submit an end-of-year report from your camp**. We will send the report template/survey to all the grant recipients **by November 15** so you can showcase your accomplishments, outcomes from your camp's programs, and any new programs or activities.

Timeline and Review Process

- **March 10**: Grant application open for submission.
- **March 13:** COCA/Care Camps Foundation webinar #1 for potential applicants.
  5:00pm EST – 6:00pm EST: [Register](#)
- **March 18**: COCA/Care Camps Foundation webinar #2 for potential applicants.
  3:00pm EST – 4:00pm EST: [Register](#)
- **April 7**: Grant application closes for submission.
- **May 5 – May 8**: Camps notified via email re: grant awards.
- **May 23:** Awarded funds will be distributed via electronic transfer to camps.

NOTE: Grant awards are dependent on our revenue from the previous year, and we will distribute funding according to what our budget allows.

Operational Grant Application Preparation

WHO CAN APPLY:

➢ **Care Camps Foundation funding is provided only to Pediatric Oncology Camping Programs (POCP)**. For the purposes of this grant application, a "Pediatric Oncology Camping Program" (POCP) is: *An entity that operates experiential camp programs for children living with cancer (ages 6-18) and their family members. Programs and services may include some, or all, of the following: day camp, overnight camp, family retreats, virtual camp experiences, as well as other similar camp-like experiences.*

➢ **Organizations that operate camping or other programs for other populations** (such as children with non-cancer, life-limiting illnesses, or disabilities; adults with cancer; children with parents or siblings who have cancer) in addition to a POCP, **may apply for funds ONLY for the POCP.** *All information on the application must pertain ONLY to the POCP.*

➢ **Funding is available only to members of the Children's Oncology Camping Association (COCA)**. If the camp, or parent organization, is not a member, you can apply for membership on the [COCA website](). Once your membership has been accepted, you can apply for Care Camps Foundation funding.

INFORMATION YOU WILL NEED TO COMPLETE THE APPLICATION:

➢ **Geographic Location** – Latitude and Longitude of all camping locations
➢ **Programs and Services** *(Camps that did not provide programs in 2024 will not be asked to answer these questions.)*
- Total Number of each of the following that participated in <u>any of the POCP programs and services</u> in 2024. *Include all programs and services. COUNT each person ONLY ONCE* no matter how many days/nights they participated in camping programs.
  - Campers
  - Siblings
  - Parents
  - Other family members
  - Others not listed above
- Total Number of each of the following camping programs provided to any and all of the people listed above.
  - *Days* of **in-person day camp** only (do not include two-day weekend programs or virtual camp days)
  - *Sessions* of **Overnight Residential Camp** (in person and sleeping overnight)
  - *Sessions* of **Sibling Camp**
  - *Number* of **Family Retreats**
  - *Days* of **Bereavement Camp Programs**
  - *Days* of **In-hospital Camp Programs**
  - *Days* of **Virtual Camp Programs** *Number* of **Camp-in-a-Box Kits** distributed

➢ **Financial Information**
- Total operating expenses expended in 2024 by the individual POCP named in the application
- Dollar amounts of income from each of the following: Foundations, *other than Care Camps Foundation*, Individuals, Corporations, Events, Other
- The average cost for your camp to provide one **session** of overnight camp to one child

TIPS ON COMPLETING THE APPLICATION:

- ➢ Use the NEXT button to move through the application. Use the PREV button to go back to any prior page. Do not use the browser forward (>) or back (<) buttons.
- ➢ For any numerical or currency (dollar) responses: Enter WHOLE NUMBERS ONLY, without commas, periods, or currency signs. If you enter incorrectly, you will not be moved to the next page, and an error message will appear above each question where the format is incorrect. You must correct the format in order to proceed.
- ➢ You can exit the application and return at any time (even after completion) to review or change your answers. You can leave and return as many times as you wish before the application closes on April 7, 2025.
  - To leave the application before it is completed, click on the EXIT button in the top right corner of the page. To re-enter the application, click on the original link (in the email) you used to get started. The application will open on the page where you exited.
  - To return to the application any time after you click the DONE button at the end (which submits the application), click on the original link (in the email) you used to get started. The application will open at the beginning with all your original, saved, answers shown. You can page through the application and change any of your answers. Then you MUST continue to the end and again click the DONE button to save your changes.

CONTACT

For questions, contact Lexi Bickford, Care Camps Foundation Operations Manager, at Lexi@carecamps.org.