



## ***Investing in the Development of Front-Line Staff***

***What?*** The *Staff Advancement Initiative* is a mini-grant program underwritten by the Central New York Community Foundation that promotes the professional development of front-line human service workers. By investing in the skills and competencies of front-line employees, the Staff Advancement Initiative strives to increase their potential for career advancement as well as enhance the capacity of the organizations they serve.

This initiative supports professional seminars and training opportunities not covered by operating budgets. Trainings can vary from one-day skill-building courses to multi-day career-enhancing seminars outside New York State. Associated costs, such as travel and childcare, are allowable expenditures. Tuition for college courses and in-house group training are not covered under this grant program.

***Who?*** Eligibility is limited to front-line employees of 501(c)(3) not-for-profit, human service organizations in Onondaga and Madison Counties. It is not intended to support training opportunities for middle or upper management personnel. We urge you to share this information with your front-line staff and encourage them to take advantage of this unique opportunity.

***How?*** The application process is fast and easy. Applications are accepted on an ongoing basis and responses are generally made within ten business days of receipt of the application. Only two Staff Advancement Initiative grants are awarded per organization within a 12-month period. **Requests cannot exceed a maximum of \$750 per staff person.** Awarding of Staff Advancement Initiative grants in no way affects an organization's application for the Community Foundation's quarterly competitive grants.

An **application form** is enclosed for your convenience. Applications are also available at the Community Foundation website at [www.cnycf.org](http://www.cnycf.org) as a downloadable document. Mail or fax applications to:

**Staff Advancement Initiative  
c/o Central New York Community Foundation  
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For questions, please contact program staff at 422-9538