



# Community Foundation *of the* Dan River Region

541 Loyal St · Danville, VA 24541 · 434.793.0884 · [www.cfdr.org](http://www.cfdr.org)

## DISTRIBUTION COMMITTEE

May 7, 2025, 3:00 p.m.

The Community Foundation Offices

### Agenda

Welcome and Chair Remarks.....Danielle Montague, Chairperson  
March 14, 2025, Distribution Committee Minutes.....Danielle Montague  
June Distribution Report.....Danielle Montague  
Updates to Scholarships.....Traci Petty  
Conflicts of Interest.....Danielle Montague  
Scholarships for Approval ..... Traci Petty  
Distribution Process Discussions and Decisions..... Traci Petty

**Scholarship Reception -- Sunday, June 1, 2025, at Pittsylvania County Recreation Center**

**Next Meeting is September 17, 2025, at 3:00 pm**

Adjournment



# Community Foundation *of the* Dan River Region

## MINUTES

### The Community Foundation Distribution Committee March 14, 2025

**Present:** Danielle Montague, Richard Dixon, Sandy Saunders, Jerry Williams, Elizabeth Hurt, Tiffany Hairston, Cookie Edmunds, Angeles Atkinson via Zoom, Dan Hayes, Emily Tomlinson and Traci Petty

**Not Present:** Cathy Pulliam

Danielle Montague, Chairperson, called the meeting to order at 3:13 pm. Ms. Montague welcomed everyone.

**November 20, 2024, Distribution Committee Minutes** – Ms. Montague presented the minutes from the November 20, 2024, Distribution Committee meeting. The minutes were approved on a Williams/Dixon motion with a unanimous vote.

**Policy Review and Discussion** – Traci Petty asked the committee if they had reviewed the drafts for the Scholarship and Due Diligence for Grantmaking Policies and had any questions. A discussion was held with an opening for questions about the changes and ultimately the proposed drafts were approved on a Dixon/Edmunds motion with a unanimous vote.

#### **Grant Cycles Discussions and Voting –**

**Keokee Grant Cycle** had \$2,239 available to spend on the cycle. There were four applicants with requests totaling \$16,234.57. The Distribution Committee members discussed the projects, and the amounts requested. Although it was difficult to decide between the projects the members were able to reach a decision to fund the Activ8 STEM Academy with Danville Public Schools their full request of \$1,592 and Danville Science Center a partial funding amount of \$649.

**Autism Education Grant Cycle** had \$5,824 available to spend on the cycle. There were two applicants with requests totaling \$7,000. The Distribution Committee members decided to grant Smokestack Theatre Company their full request at \$1,000 and Danville Science Center a partial funding amount of \$4,824.

**Arts and Cultural Grant Cycle** had \$6,163 available to spend on the cycle. There were two applicants with requests totaling \$7,000. The Distribution Committee members decided to award

Smokestack Theatre Company their full request at \$2,000 and The Haus of Fashion, Inc., a partial funding amount of \$4,163.

**Marshall Family Fund Grant Cycle** had \$95,983 available on the spending policy. Grace Design Church automatically receives 10% from the top equaling \$9,598 and The Community Foundation of the Dan River Region receives 5% from the top equaling \$4,799. The remainder of \$81,586 was available for the grant cycle applicants. There were three applicants this time with requests totaling \$57,000. The Distribution Committee decided full funding for Averett University at \$25,000; full funding for Blue Ridge Mountain Council-Boy Scouts at \$12,000; and decided that Grace Design Community Church would be awarded \$33,000 (the full cost of their paving project instead of the \$20,000 they requested.) As voted by the full Board of Directors two years ago, The Free Clinic of Danville Fund will receive the remainder left in the cycle at \$11,586.

**March Distribution Report** – Emily Tomlinson filled in the amounts decided for the four grant cycles (Keeokee, Autism, Marshall and Arts and Culture) and provided copies to the Committee Chair. Ms. Montague asked the members if they had reviewed the pending March Distribution Report in the packet, agreed with the amounts entered for the grant cycles and were ready to vote on approval of the distribution. The Distribution Report was approved on a Dixon/Hairston motion with a unanimous vote.

#### **Distribution Process Review and Discussion –**

**Grant and Scholarship Rubrics** - Traci Petty explained that the staff made notes during the administrative reviews of both the grants and the scholarships about areas in the grading rubrics that could be made stronger. She reviewed the current rubrics with the Distribution Committee and asked that they think about some changes that might improve them. She explained that we would revisit this topic in our May meeting after the members have time to reflect on it.

**Competitive Grant Cycle Application Structure** - Traci Petty prepared pie-charts to reflect the amount of money awarded in each of our seven categories through the Competitive Grant Cycle. Discussion was had about whether we would like to add some additional structure around how we choose what to fund, if we would like to see some categories receive more support than in the past, and if we would like to add Halifax County to the cycle, even if in a limited capacity. She explained that this was another area for the members to reflect and we would approach final decisions at our May meeting.

**Marshall Family Fund Structure** – Traci Petty explained that as the 20-quarter average progresses, the Marshall Family Fund payout will increase exponentially. She made a list of ideas of how to expand the opportunity for the designated agencies and asked the Distribution Committee to think about it and to come back to the May meeting with additional ideas and be ready to make some decisions. Any changes to the process would necessitate meeting with the grantees to explain the changes and allow them to ask questions before the next cycle.

**Next Meeting** – Traci Petty reminded that the next Distribution Committee Meeting scheduled for Wednesday, May 7, 2025, at 3:00 pm.

There being no further business, the Chair, on a Hairston/Williams motion, declared the meeting adjourned at 5:00 pm.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read 'D. Montague', written over a horizontal line.

Danielle Montague

Distribution Committee Chairperson



# Community Foundation *of the* Dan River Region

## **Distribution Committee Report - PENDING Board Meeting June 16, 2025**

**Need one Board motion approval for the following scholarships and grants with a grand total of \$564,687.**

- ❖ The Distribution Committee recommended 164 scholarships for a total of \$369,387. These scholarships are for the 2025-2026 academic year. Scholarship checks will be mailed to the colleges/universities by July 31.

### **Donor Advised:**

#### **❖ Christian Charities Fund - \$7,500**

- Transitions Pregnancy Solutions - \$ – general operations
- God's Pit Crew - \$ – general operations
- God's News Prison and Jail Ministry - \$ – general operations

#### **❖ Moses & Louise A. Merricks Fund – \$5,200**

- Mount Cross Volunteer Fire and Rescue, Inc. - \$3,200 – unrestricted
- Young Life of Pittsylvania County VA 265 - \$1,000 – unrestricted
- Danville Pittsylvania County Cancer - \$1,000 – unrestricted

### **Designated:**

#### **❖ Mr. & Mrs. P. L. Anderson, Jr. Family Fund – \$99,000**

- First Baptist Church – \$49,500 (50%) - unrestricted
- Salvation Army - \$19,800 (20%) - unrestricted
- PATHS - \$14,850 (15%) - unrestricted
- Boys and Girls Club of Danville - \$14,850 (15%) – unrestricted

#### **❖ Board Endowment Fund – \$24,100**

- The Community Foundation of the Dan River Region - \$24,100

#### **❖ Boys & Girls Clubs Endowment Fund – \$18,100**

- Boys & Girls Clubs - \$18,100 - unrestricted

❖ **Danville Symphony Orchestra Endowment Fund – \$2,200**

- ❖ Danville Symphony Orchestra - \$2,200 – unrestricted

❖ **Danville Historical Society Endowment Fund - \$1,900**

- Danville Historical Society - \$1,900 - unrestricted

❖ **Cora Taylor Younger Smith Fund – \$28,500**

- Berea College, Berea, Kentucky – \$9,500 - unrestricted
- United Negro College Fund – \$9,500 - unrestricted
- American Indian College Fund – \$9,500 - unrestricted

❖ **Sam and Margaret Kushner Fund – \$1,600**

- Temple Beth Shalom - \$1,600 - unrestricted

**Field of Interest:**

❖ **Kang-A-Rhue Children's Cancer Fund – \$2,500**

- Danville Pittsylvania Cancer Association - \$2,500- to enrich the lives of area children with chronic and life-threatening illnesses and their families, with a major focus on those children with cancer

❖ **Jack W. Hall Memorial Fund - \$3,800**

- Southern Area Agency on Aging - \$3,800 – to provide support for medication and other necessary assistance to persons suffering from chronic kidney and renal diseases and disorders

❖ **Gideon Miller Cancer Fund – \$900**

- Halifax County Cancer Association - \$900 - to meet the needs of area cancer patients and their families

**TOTAL for Recommended Scholarships and Grants: \$564,687**

**Schedule for upcoming 2025-2026 grant cycle:**

Grant cycle opens June 1, 2025

Application deadline July 31, 2025

## Proposed Grant Rubric

### **Strength of Project: 30 Point Section**

Does the statement of need clearly describe the project and why it should be funded? 0-2 = Poor; 3-5 = Average; 6-8 = Good; 9-10 = Excellent (10 Point Question)

Is the timeline of one year to completion seem realistic? 0-2 = Poor; 3-5 = Average; 6-8 = Good; 9-10 = Excellent (10 Point Question)

Is the project implementing innovative or creative solutions to address an unresolved community problem? 0-2 = Poor; 3-5 = Average; 6-8 = Good; 9-10 = Excellent (10 Point Question)

### **Impact of Project: 30 Point Section**

Does the proposal clearly define the desired impact of the project? (States what the project hopes to achieve) 0-2 = Poor; 3-5 = Average; 6-8 = Good; 9-10 = Excellent (10 Point Question)

Will the project improve lives in the community it is designed to serve? 0-2 = Poor; 3-5 = Average; 6-8 = Good; 9-10 = Excellent (10 Point Question)

How well does the proposal identify indicators that will be used to measure the impact? 0-2 = Poor; 3-5 = Average; 6-8 = Good; 9-10 = Excellent (10 Point Question)

### **Organization Financial Strength: 10 Point Section**

Has the organization provided the most recent financial information? 0-1 = Poor; 2 = Average; 3 = Good; 4-5 = Excellent (5 Point Question)

Does the organizational budget and financial statements reflect a healthy organization? 0-1 = Poor; 2 = Average; 3 = Good; 4-5 = Excellent (5 Point Question)

### **Project Budget: 10 Point Section**

Does the project budget outline how the money will be spent and include types and quantities of materials to be purchased? 0-2 = Poor; 3-5 = Average; 6-8 = Good; 9-10 = Excellent (10 Point Question)

### **Project Scope: 10 Point Section**

Did the applicant include who the project will serve and indicate how large of an audience it will impact? 0-2 = Poor; 3-5 = Average; 6-8 = Good; 9-10 = Excellent (10 Point Question)

### **Other Considerations: 10 Point Section**

Does the organization intend to collaborate with other groups to achieve the project goals/objectives? (This helps maximize the effectiveness of the resources) 0-2 = Poor; 3-5 = Average; 6-8 = Good; 9-10 = Excellent (10 Point Question)

## Proposed Scholarship Rubric

### **Financial Need: 25 Point Section**

\$30,000 and below = 25 Points; \$30,000 - \$60,000 = 20 Points; \$60,000 - \$90,000 = 15 Points; \$90,000 - \$120,000 = 10 Points; \$120,000-\$150,000 = 5 Points; Over \$150,000 = 0 Points

### **Number of Children in the Home: 10 Point Section**

1 Child = 2 Points, 2 Children = 5 Points, 3 Children = 7 Points, 4 Children = 10 Points

### **GPA: 25 Point Section**

College – 4.0 – 3.5 = 25; 3.45 – 3.0 = 20; 2.95 – 2.5 = 10; 2.45 – 2.0 = 5; 1.95 and below = 0

High School - 4.0 – 3.8 = 25; 3.75 – 3.4 = 20; 3.35 – 3.0 = 15; 2.95 – 2.6 = 10; 2.55 – 2.3 = 5; 2.25 and below = 0

### **Community Service, Work and Extracurricular Activities: 10 Point Section**

**Letters of Recommendation: 5 Point Section – 2.5 Points for each reference submitted.**

### **Personal Statement/Essay: 15 Point Section**

**0 – 4 = Poor; 5 – 9 = Average; 10 – 14 = Good; 15 = Excellent**

**Unusual Hardships or Exceptional Characteristics: 10 Point Section** that is mostly discretionary points for the reviewer to reflect great impressions of an applicant

**OFFICIAL HIGH SCHOOL TRANSCRIPT****STUDENT INFORMATION**

FULL NAME: John Jones  
ADDRESS: 123 Anywhere Lane  
Danville, VA 24541  
PHONE NUMBER: 434-555-1000  
EMAIL ADDRESS: [johnjones@mymail.com](mailto:johnjones@mymail.com)  
DATE OF BIRTH: 11/1/2002  
PARENT/GUARDIAN: Richard and Jane Jones

**SCHOOL INFORMATION**

NAME: Jones Academy  
ADDRESS: 123 Anywhere Lane  
Danville, VA 24541  
PHONE NUMBER: 434-555-1521  
EMAIL ADDRESS: [johnsmom@mymail.com](mailto:johnsmom@mymail.com)

**ACADEMIC RECORD****School Year 2014-2015****Grade Level: 9**

Course Title	Credit Earned	Final Grade
Earth Science	1	B
French II	1	C
French III	1	B
Advanced English 9	1	A
World History	1	A
PE/Health	1	A
Geometry Part 1	0.5	C
Geometry Part 2	0.5	B
Algebra 1 (8th grade)	1	B
French 1 (8th grade)	1	B
TOTAL CREDITS:	9	
GPA:	3.1	
Cumulative GPA:		

**School Year 2015-2016****Grade Level: 10**

Course Title	Credit Earned	Final Grade
Spanish 1	1	A
English Literature	1	A
Anatomy/Forensics	1	A
US History	1	A
Algebra 2	1	B
Theatre/Drama	1	A
Music/Ensemble	1	A
Constitutional Literacy	1	A
Art 1	1	A
Mythology	1	A
TOTAL CREDITS:	10	
GPA:	3.9	
Cumulative GPA:	3.7	

School Year 2016-2017		Grade Level: 11
Course Title	Credit Earned	Final Grade
English Literature	1	A
Ancient History	1	A
Biology	1	A
Theatre/Drama	1	A
Music/Ensemble	1	B
Art 2	1	A
Personal Finance	1	A
Novel in a Year	1	A
Drivers Ed to Go	1	A
Health/PE	1	A
TOTAL CREDITS:	10	
GPA:	4	
Cumulative GPA:		

School Year 2017-2018		Grade Level: 12
Course Title	Credit Earned	Final Grade
Elements of Earth Science		
General Psychology		
Christian Life and Biblical WV		
Artios Academy Biblical WV		
Drama Club		
High School Ensemble		
Intro to Screen Writing		
Intro to Theology Survey		
Math for Liberal Arts		
TOTAL CREDITS:	0	
GPA:		
Cumulative GPA:		

ACADEMIC SUMMARY		SCHOOL INFORMATION
Cumulative GPA:	3.7	I do hereby self-certify and affirm this is the official transcript and record of John Jones in the academic studies of 2014 - 2017.  Signature: _____  Title: _____  Date: _____
Credits Earned:	29	
Diploma Earned:		
Graduation Date:	May 2018	

Commonwealth/State of \_\_\_\_\_

City/County of \_\_\_\_\_

The foregoing Official High School Transcript was subscribed and sworn before me this \_\_\_\_\_ day of

\_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_.

SEAL

Notary Signature: \_\_\_\_\_

Notary Registration No.: \_\_\_\_\_

## Topics for Vote

1. Be ready to vote on the proposed changes to the Grant and Scholarship Rubrics.
2. Review and approve or edit a homeschool transcript template.
3. May we add a question to the CGC application asking if our applicants take advantage of local resources such as the Chamber of Commerce, River District Association or the Dan River Nonprofit Network, The Health Collaborative Community Assessment, The ALICE Report from United Way, the DRF Report Card?
4. Will we divide the funding for CGC into percentages for each category?
5. Do we want to focus on Community Development, Health and Wellness or Arts and Culture more with unrestricted money since these are the gaps that have been created by what donors have established funds to support? If yes, then I can do the research and report to the Committee about projects other communities like ours are doing and the impact it has created.
6. Do we want to put guidelines around organizations relying upon us for sustaining certain areas of their organization?
7. Do we want to provide incentive to bring us innovative projects?
8. Would we consider allowing organizations to apply for the \$10,000 needed to establish their own designated agency fund to support the areas they need help sustaining?
9. Would we consider allotting \$50,000 from the top of our unrestricted funding to serve Halifax in a more meaningful way?
10. Do we want to invite the Advisory Committee for the Fund for Halifax to join the Distribution Committee for the purpose of reviewing applications for Halifax agencies?
11. Please evaluate the following possible processes for the Marshall Family Trust application cycle and be prepared to vote for one of these as the new process or bring ideas for doing it a different way.
  - a. Prepare each organization that there is more money and they should increase the amount of their requests in the current one application they file.
  - b. Continue to allow the one application they already apply to us to receive and allow a second application for a larger project.
12. Would we want to develop a set of guidelines for doing multi-year funding for the Marshall applicants to implement in future years as this cycle matures with the 20 quarter average increases?
13. Be ready to vote yes or no whether the Marshall applicants will be removed from the Competitive Grant Cycle.

# Distribution for CGC Danville, Pittsylvania and Caswell

<b>Fund</b>	<b>Amount</b>	<b>Purpose</b>
<b>Community Impact Fund (Unrestricted)</b>	\$537,925.00	unrestricted
<b>Danville Regional Foundation Fund</b>	\$282,000.00	somewhat unrestricted
<b>Free Clinic Fund</b>	\$66,400.00	health and wellness
<b>Stratford House Fund</b>	\$44,700.00	Elderly support
<b>Faye Carter Fund</b>	\$13,200.00	education
<b>W. Earl and Elise M.G. Allen Fund</b>	\$21,000.00	Pittsylvania County support
<b>Animal Welfare Fund</b>	\$1,200.00	animal services
<b>Mary Cahill Historic Preservation Fund</b>	\$500.00	historic support
<b>Ahmed's Children's Fund</b>	\$500.00	education
<b>Laurie S. Moran Rotary Service</b>	\$500.00	rotary service areas
<b>Total:</b>	<b>\$967,925.00</b>	

## Donor Advised Contributions

<b>P. Niles and Carol Daly, Jr. Fund</b>	\$3,900
<b>Philip and Frances Daly Fund</b>	\$9,500
<b>Irving H. and Louise Hambrick Scarce Animal Welfare Fund</b>	\$1,300
<b>Helen and Webb Maddux Fund</b>	\$4,700
<b>Gamewood Technology Fund</b>	\$7,000
<b>Audrey F. Millner and H. Victor Millner, Jr. Fund</b>	\$1,400
<b>Total Available to Spend:</b>	<b>\$995,725.00</b>

# Distribution for CGC Danville, Pittsylvania, Caswell and Halifax

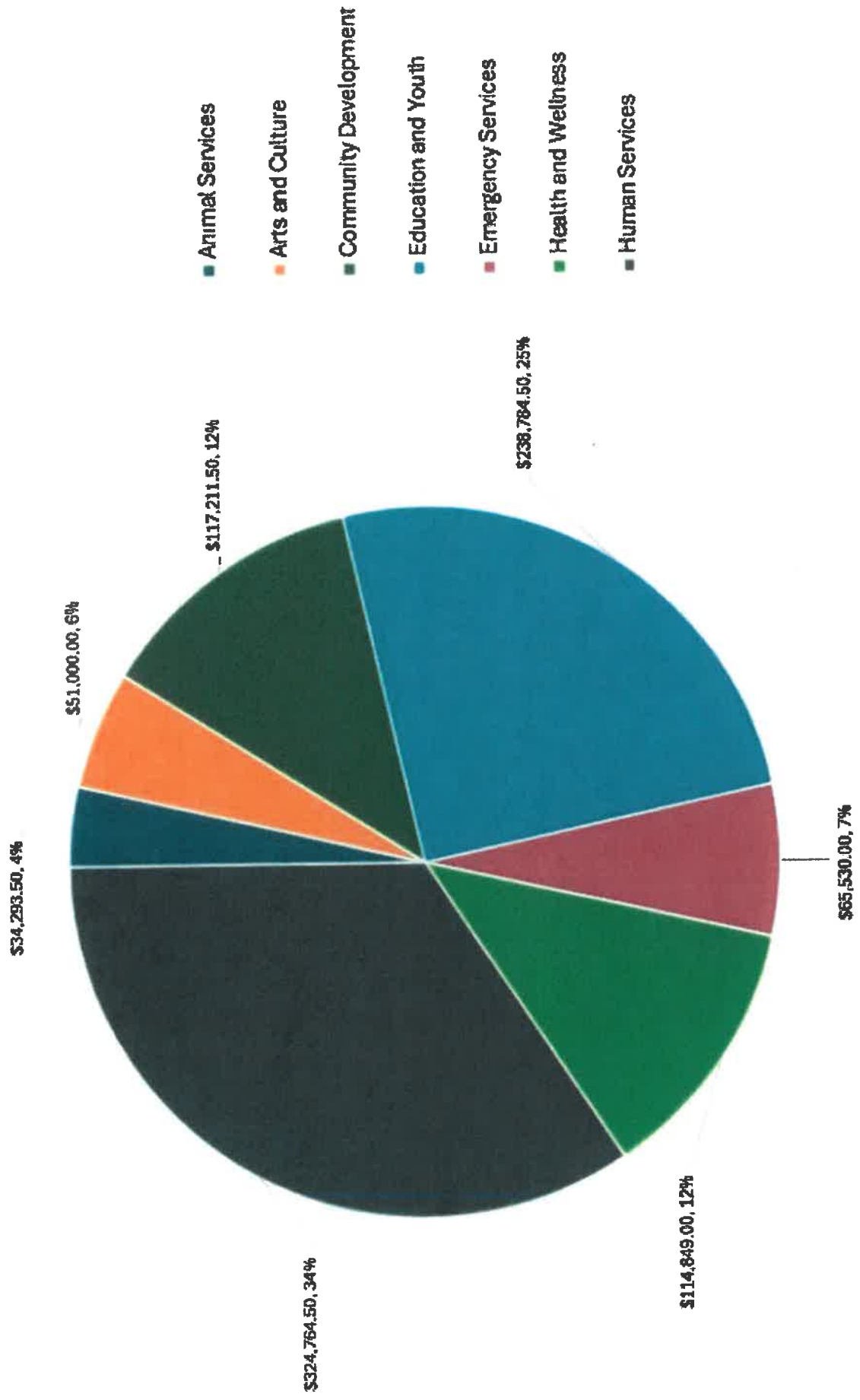
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<b>Total Available to Spend:</b>	<b>\$995,725.00</b>
Fund for Halifax	\$4,100
South Boston Medical Fund	\$1,200
<b>Total Available to Spend:</b>	<b>\$1,001,025.00</b>

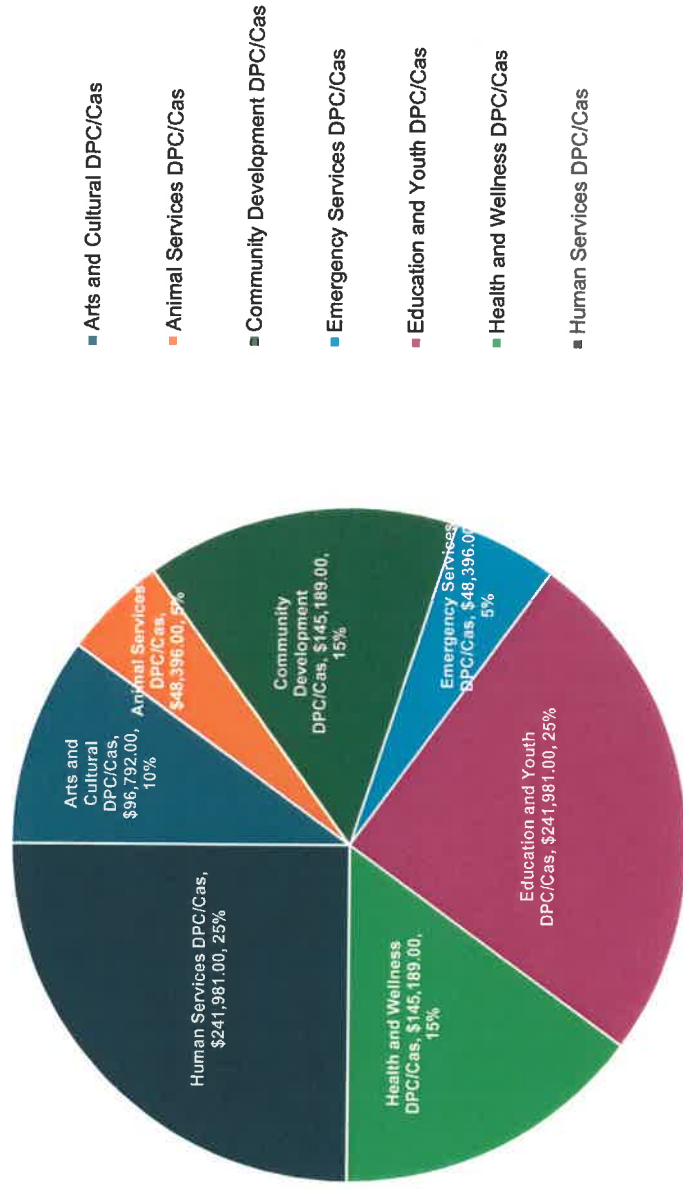
2024-2025

Total for Competitive Grant Cycle Distributions \$946,433



2025-2026

Proposed Percentages Danville, Pittsylvania and Caswell



2025-2026

Proposed Percentages including Halifax

