

Grant Application Guidelines

PHOENIX PRIDE COMMUNITY Grants Program

To submit questions or request access to the grant application, please email us at:

info@pridegrant.org

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1. LGBTQ+ Impact | Positive Outcomes

Introduction

Thank you for your interest in a Phoenix Pride Community Foundation (“Phoenix Pride”) grant.

Our grant-making is competitive and we are only able to fund a small percentage of the proposals that we receive. Before you apply, please review all the guidelines. It is important to learn about changes and requirements for the application process. The grant application is located and completed online at www.pridegrant.org. For more details, including the Frequently Asked Questions (FAQ’s) (“6. Frequently Asked Questions”).

Please email info@pridegrant.org for log-in credentials **(LOGIN CREDENTIALS WILL NOT BE PROVIDED PRIOR TO JANUARY 15th WHEN THE GRANT APPLICATION OPENS, ANY REQUESTS PRIOR TO THIS DATE WILL NOT RECEIVE A RESPONSE)**.

About Phoenix Pride

Phoenix Pride provides grants to nonprofit organizations and charities that share our commitment of helping our local LGBTQ+ community. At Phoenix Pride, we hold a powerful sense of community citizenship and responsibility. We recognize the importance of giving back to the communities in which we live and work.

Phoenix Pride is a nonprofit organization incorporated in the State of Arizona and is exempt from tax under Title 26 U.S.C. Section 501(c)(3) of the Internal Revenue Code.

Mission Statement

Phoenix Pride unites, educates, and engages people to support and empower the LGBTQ+ community and our allies.

2. Guidelines

Phoenix Pride makes funding decisions through a competitive, annual grant-making process. Submission deadlines for grant proposals will be outlined in the FAQ's ("6. Frequently Asked Questions") . We support four focus areas for grant-making:

Health and Education

Supporting LGBTQ+ health and education programs in public education or through organizations that provide direct services to the LGBTQ+ community.

Community Development

Development of programs and services that provide opportunities for LGBTQ+ community members through projects or community partnerships.

Social Justice and Inclusion

Supporting organizations that have a dedicated focus in the field of coexistence — the proactive embrace of diversity and difference.

LGBTQ+ Arts, Culture and History

Supporting artistic, historical, or cultural experiences that enhance the LGBTQ+ community, or extend the benefit of the arts to organizations that support LGBTQ+ Arts, Culture and History.

3. Important Considerations

Grants awarded by Phoenix Pride are discretionary and may or may not be awarded. See FAQ's for additional details.

What We Do Not Fund

Grants are not awarded to:

- Organizations less than 1 year old
- Individuals
- Advertising, ticket events, or dinner programs
- Political causes or candidates
- Endowments or capital campaigns
- Debt retirement
- Organizations that discriminate based on race, ethnicity, creed, religious affiliation, sexual orientation, gender identity, or national origin.
- Conferences, symposia, or related travel
- Activities, projects, or programs that will be completed before funding becomes available (i.e., no retroactive funding) charitable activities

Other Factors We Consider

After first considering how strongly a proposal fits our mission and aligns with our core values, we then evaluate every grant request according to the following criteria:

- How is the organization serving the local community?
- Does the organization demonstrate sound fiscal management practices?
- Does the organization demonstrate impact and past success?
- Is a methodology described regarding how the organization will measure their success in achieving their goals?

Grantee Requirements

Please note that all grantees will be REQUIRED to submit an Impact Report.

Co-branded materials and our “Phoenix Pride Community Grants Program 2020 Grantee” logo listed on your website with a hyperlink to our grants page for the year of the award and the following two (2) years.

Must be a non-profit in the State of Arizona with proof of 501(c)3 status that serves or supports the LGBTQ+ community.

The impact report should include what the grant funded, how many members attended/participated/engaged as a result, what could have been done differently and if the grant provided enough support to complete the entire objective sought out.

The impact report due date depends on when the objective for obtaining the grant funding is completed. Once the objective has been executed, you have exactly 30-days to provide the impact report. We also welcome all pictures from the grant sponsored objective for showcasing in our newsletter and website. You grant permission to Phoenix Pride Community Foundation to use all pictures, impact reports and other materials, at our discretion, to publish in the public realm (i.e., website, social media, email correspondence, press release).

4. The Application

Because of our commitment to give back to the communities we serve, we ask that nonprofit organizations complete our online application. This application provides you, the grant seeker, an opportunity to highlight your organization's success and to describe how your mission and values align with those of Phoenix Pride. Through our own experiences, we know this work can be both challenging and transformative, and that it is an ongoing process. We thank you for your honest reflections.

The grant proposal contains the following requirements for consideration:

Contact Information

These sections request basic contact information about the organization as well as our User Agreement.

User Agreement (Grant Application Disclaimer)

This section contains the requirements that applicants accept and agree to.

Organization Information and Required Documents

This section contains basic information about your organization and the required supporting documentation:

- IRS 501(c)(3);
- W-9 Request for Taxpayer Identification Number and Certification;
- Organizational Budget – Current year and past;
- Program Budget – Budget for which the grant is requested;
- Additional Supporting documents **(OPTIONAL BUT ENCOURAGED)** – Any additional documentation (flyers, pictures, letters of support, etc.) that help to share the importance of the requested funding.

Organization Introduction and Cover Letter

This section provides an open opportunity to introduce your organization through a cover letter. Consider how your organization aligns with the mission of the Phoenix Pride. Detail the populations served through your programs.

Highlight your work differs from other organizations doing similar work.

A cover letter on organizational letterhead, signed by your Chief Executive Officer (or equivalent), should accompany the proposal and match the date of the Proposal Information Sheet. The letter should include and clearly state the proposed use of the funds, the amount of funding sought, and the names and contact information of any collaborating institutions and individuals.

Proposal Narrative

In this section, the grant seeker should specify how the requested funds will be used. The need or issue addressed by the request should be described, as well as demographic information about the target population served. These statements should be focused, and not attempt to provide an in-depth introduction to the topic.

While the substance and form of narratives will vary based on the proposed project, all narratives should provide the following information (please note, the Foundation values concision and objectivity in proposal narratives):

- A clear and concise summary description of how the funds will be used;
- Why it is important to the organization, its constituencies, and the field in which it operates, and the extent to which such activities are being addressed by other organizations in the field;
- A schedule describing the major activities to be carried out;
- Phoenix Pride is committed to diversity and inclusion in all grant-making programs. Please describe how your organization defines and approaches diversity and inclusion, referring to its mission and operations, and please provide one or more examples of challenges and successes the organization has experienced. If the proposed grant is intended to address diversity and inclusion, please help us understand how.

Grant Category and Amount Requested

The budget narrative should describe and justify the use of grant funds. Other supplementary materials, such as additional information on the financial position of the organization or proposed cost expenditures explanation may be requested by Phoenix Pride or as needed to explore the proposed work.

Projected Outcomes

Please identify the success criteria for this project and the measures for success for each criterion. Please confirm the name and phone contact for the person that will be responsible for submitting outcome evaluation.

Acknowledgement (E-Signature)

Finalist may be requested to appear for a 10-Minutes (MAX) Presentation in front of the Phoenix Pride's Board of Directors. When submitting a grant proposal to Phoenix Pride, you agree, upon request, to fulfill this requirement.

5. Apply for a Grant

Submission & Decision

Following are the deadlines and approximate timeline for decision dates:

Submission deadline: April 30, 2020 by 12:00pm PST

Decision notification: May 30, 2020

ANNUAL GRANT APPLICATIONS WILL OFFICIALLY OPEN UP JANUARY 15, 2020. PLEASE VISIT OUR WEBSITE FOR UPDATES.

Contacting Us

If you have questions after reading these guidelines, please first review the Frequently Asked Questions at the end of this document (“6. Frequently Asked Questions”). Then if your questions are not answered, please contact us by email at info@pridegrant.org.

Please reach out with any questions. We want to help you through the process. We do not expect everyone to possess the knowledge to write a grant. Do the best you can. We are looking for worthy organizations to support, not organizations with the best grant-writing ability. Phoenix Pride is here to support our community so do not hesitate to contact us for guidance and questions, all you have to do is send us an email info@pridegrant.org.

6. Frequently Asked Questions

Question	Answer
What is the deadline for submission?	April 30, 2020 at 12:00pm PST
Is there a fee for applying?	NO. Application submissions are free.
Can we apply for more than one category?	YES! That is entirely fine; you may apply for up to two of the four focus areas listed on the grant application under “2. Guidelines.” Each category submission is separate so please ensure you submit an application for each category selected.
Is there a maximum grant amount?	YES. The maximum grant per application for 2020 is \$10,000.
What if we are having a challenging time aligning with the focus areas?	We are not expecting a “perfect fit” by any means. Your welcome to align the application with the best focus area for the proposal.
Do we have to fit into every category?	NO. Choose the category that most aptly fits your organization’s mission.
Do we have to provide everything in “Section 4. The Application” to be considered?	YES. The documents and information must be submitted. There are no exceptions. If anything is missing from the application submission, we will consider the application incomplete and not considered.
I am not a grant writer, and I do not know how to fill out the application.	THAT IS OK! We don’t expect everyone to have grant writing experience. Do the best you can. We are looking for worthy organizations to support, not organizations with the best grant-writing ability.
Will I be notified if my grant application is not approved?	YES. You will be notified but no other details will be provided. We encourage everyone (on or after May 30, 2020) who submits a grant application to understand this is a very difficult process. With so many amazing opportunities submitted annually; our sub-committee made up of board and community members have a really hard time identifying where the resources we do have will go.
If approved, when does the Phoenix Pride Grant logo have to appear on my organizations website?	Before the grant is awarded, Phoenix Pride must verify the logo is already present on your website.

The Phoenix Pride Grant program is here to support our LGBTQ+ community. Most importantly for the application is telling us how you will make an impact. We want to award funds to as many organizations as possible while ensuring accountability back to our community.