



PHOENIX PRIDE PARTNERSHIP GRANT AGENCY REQUIREMENTS

- Any agency wishing to receive funding from Phoenix Pride must meet the following requirements:
- Any beneficiary organization must have tax-exempt status under Section 501(c)3 or 4 of the I.R.S. Tax Code. The organization must actively provide direct client services to LGBTQ+ persons or connect with a program to serve LGBTQ+ persons in Maricopa County, AZ.
- Once accepted, the beneficiary agency must maintain good financial health throughout the year, as determined by Phoenix Pride.
- To receive funding, each benefiting agency must comply with the participation and funding requirements set forth by the terms and conditions of the annual participation agreement and funding requirements.
- Should an Agency be selected for the Partnership Grant Program, the agency's volunteer group must accrue a minimum of (40) hours between March 15 – November 30, 2024.
- Upon application approval, each volunteer provided by the agency shall commit and provide a minimum of four (4) volunteer service hours to the event, as tracked by the Phoenix Pride Director of Community Engagement, for such hours to be eligible for charitable credits. Charitable credits will be contributed based on a predetermined dollar-per-hour rate, depending upon the volunteer position's required responsibilities.
- To publicly acknowledge the organization's participation in the Phoenix Pride Volunteer Program via a monthly newsletter, press release, e-news, website, or other appropriate news venues.
- Provide a Volunteer Schedule with volunteer names, phone numbers, and proposed hours for event weekend (bring to Volunteer Orientation or coordinate with Phoenix Pride Director of Community Engagement.)
- **ELIGIBILITY DOCUMENTATION***
- The following information must be provided to Phoenix Pride to participate and receive funds in connection with the Phoenix Pride Festival and/or Rainbows Festival in 2024
- 2024 Participation Agreement.
- Description of your LGBTQ+ Program and how you will use the funding from Phoenix Pride to support your LGBTQ+ Program. Be specific: Why the funding received is critical to the success of your LGBTQ+ Program? What would happen to your LGBTQ+ Program if you did not receive funding from Phoenix Pride?
- An approximate number of clients served by the LGBTQ+ program in 2022 (distinguish between duplicated and unduplicated clients). Please include gender expression and ethnic demographics, if available.
- Most recent Year-end Financial Statement.
- Final Budget for LGBTQ+ Program(s) in 2023 for which this Grant would be used. - I.R.S. 501(c)3 or 4 Determination Letter.
- Most recent I.R.S. Form 990 signature page or substantiation of meeting I.R.S. requirements if Form 990 is not required.
- Current W-9

*Phoenix Pride reserves the right to request a more detailed accounting of agency expenditures for any funds provided by Phoenix Pride.

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