

All Souls-Beckner Advancement Fund 2010–2011 Grant Guidelines and Application External Grants Guidelines

FUND BACKGROUND AND OVERVIEW

The All Souls-Beckner Advancement Fund was established through a generous donation from Earl and Meta Beckner in 1973. Their intent for the fund, as documented in the Deed of Gift, was to:

- help make the immediate community where the Church is located a more cohesive, attractive, and forward-looking community; and
- foster human rights and dignity.

The All Souls-Beckner Advancement Fund is grounded in a commitment to social change philanthropy. The Committee seeks to fund efforts that work for social justice in and near Ward 1.

FUNDING PRIORITY

Priority will be given to projects that:

- benefit residents of Ward 1 – demonstrated impact in Ward 1 must be an essential component of the proposed project;
- address the root causes of the social service need or social injustice, rather than providing direct services;
- actively engage members of the affected community in developing program strategies and collaborate with other organizations in the community;
- have tools/systems for measuring the success and effectiveness of programs;
- can demonstrate existing relationships with the All Souls Church community (church members as volunteers, proposed program will collaborate with an approved All Souls Church committee, etc); and
- can effectively educate and engage members of All Souls Church in its work for social change.

The maximum grant award is \$45,000 to be spent over three years. Applicants are strongly encouraged to talk with Rev. Louise Green, Minister of Social Justice, before submitting a Letter of Inquiry.

ELIGIBILITY

To be eligible for consideration, an applicant must:

- be an established 501(c)3 organizations or a new organization/project that has access to a 501(c)3 fiscal sponsor; and
- have an organizational budget **less than** \$1 million annually.

The Fund will not consider requests to fund:

- individuals;
- sectarian purposes (programs that promote religious doctrine); or
- reimburse applicants for expenditures already made or to reduce a deficit.

HOW TO APPLY

The Fund has a two-step application process:

1. Letter of Inquiry (LOI)
2. Full Proposal (only accepted if invited after LOI review)

Letter of Inquiry

Because the Fund does not have the staff to review lengthy submissions, it does not accept unsolicited proposals that are already fully developed. The Fund requests a LOI describing the proposed project. A new letter of inquiry must be submitted for each new request. The LOI must provide:

- the organization's name;
- the organization's federal tax-exempt number;
- the name of the executive director and key contact person if not executive director;
- mailing address / phone / fax / website address / e-mail address(es);
- a brief organizational description;
- a brief description of specific program(s)/project(s) impacting Ward 1 for which funds are sought (description should identify the target population to be served, expected outcomes, and any collaborating partners); a description of past success in addressing the root causes of a social justice issue;
- list of current funders;
- a description of your relationship with All Souls Church;
- the amount sought from the Beckner Advancement Fund for a three year grant;
- the total program budget (no detail needed with LOI); and
- the total organizational budget (no detail needed with LOI).

All funded organizations will be expected to develop and implement a concrete plan to engage our congregation either through educational outreach (e.g., having a table after service that highlights their program(s), etc.) or recruiting church members to volunteer in their efforts.

The LOI should not exceed two pages and it must be e-mailed to Rev. Louise Green, Minister of Social Justice, by the deadline in the timetable below.

Full Proposals

If it is determined that the LOI merits in-depth consideration for funding, the applicant will be asked to develop a detailed proposal. An invitation to submit a full proposal does not constitute a grant commitment by the Fund.

The Fund requires that applicants use the Washington Regional Association of Grantmakers Common Grant Application:

(www.washingtongrantmakers.org/s_wash/sec.asp?CID=4594&DID=9551)

In addition to the information requested on the Common Grant Application, please also include:

- a description of how your proposal meets the priorities of the committee as listed above, giving particular emphasis to the community issues and needs you are responding to;
- a description of how your proposal will benefit residents of Ward 1 – impact in Ward 1 must be an essential component of the proposed project;
- a description of how your proposal will address the root causes of the social service need or social injustice, rather than providing direct services; and
- a concrete plan to engage the All Souls congregation through educational outreach (e.g., having a table after service that highlights your program), recruiting church members to volunteer in your efforts, and/or other means.

Proposals must be submitted by email to Rev. Louise Green, Minister of Social Justice, by the deadline in the timetable below. Proposals must be submitted electronically AS ONE SINGLE FILE (including appendices, budget, scanned photos, etc.) in Microsoft Word (.doc) or Adobe Acrobat (.pdf) format. **No application should exceed 8 pages of double-spaced text in 12-point font, excluding the budgetary materials or appendices. Page margins must be 1”.**

Submission of supplementary materials not required by the application is discouraged, and original materials such as copies of art work, photographs, or videos submitted will not be returned to the applicant.

TIMETABLE

Letter of Inquiry due by:	If requested, Proposal due by:	Notification of Decision
Friday, September 9, 2010	Wednesday, October 13, 2010	End of December 2010

All submissions are due by 5 p.m. on the date shown above. Late LOIs or proposals will not be considered.

Applications will be processed over a two-month period following the deadline date. Applicants may be asked to participate in an interview with members of the committee in order to provide additional information regarding the project.

All applicants will be notified of the decisions made. If the request is approved, the applicant will receive an award letter stating the amount of the grant, the period of time for which the funds are available, and any special conditions under which the award is made.

RELATED RESOURCES

The following resources may be useful in drafting your proposal for submission to the Beckner Fund:

- Map of DC's 8 Wards:
http://planning.dc.gov/planning/frames.asp?doc=/planning/lib/planning/maps/docs/census_tract.pdf
- Office of Ward One Council member, Jim Graham: 202-724-8181.
- DC Government Website Homepage: www.dc.gov
- Washington Regional Association of Grantmakers Homepage:
www.washingtongrantmakers.org

LOI/PROPOSAL SUBMISSION—CONTACT INFO

Please submit your LOI and Proposals by e-mail ONLY to:

Rev. Louise Green, Minister of Social Justice
All Souls-Beckner Advancement Fund
1500 Harvard Street NW
Washington DC 20009
Email: lgreen@allsouls.ws

For more information, contact:

Rev. Louise Green, Minister of Social Justice
All Souls Church, Unitarian
202-332-5266 ext. 114 or lgreen@allsouls.ws.