

All Souls-Beckner Advancement Fund 2006-2007 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, included the following:

- Help to 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 and seeks to fund efforts that work for social justice. For the 2006-2007 grant cycle, interest areas for external organizations include:

- Expand and/or preserve affordable housing access ;
- Address community tensions resulting from neighborhood demographic changes, e.g., multiracial coalition building;
- Voter registration/education/turnout
- Build the advocacy and activism skills of residents.

The committee will consider applications from organizations addressing other social justice issues. Please contact the Director of Social Justice Ministry to discuss possible ideas.

ELIGIBILITY

To be eligible for consideration, an applicant must:

- Be an established 501(c)3 organizations or a new organizations/project that has access to a 501(c)3 fiscal sponsor;
- 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)
- General operating support
- Existing programs (however from time to time the committee may consider funding an existing program that meets a very specialized need)

Please note: *Grant funds may not be used to reimburse applicants for expenditures already made or to reduce the deficit of an applicant.*

FUNDING PRIORITY

Priority will be given to those organizations or projects that:

- Are located in Ward 1 or that propose a project or service that will benefit residents in Ward 1.
- Have developed or are developing programs to address the root causes of the social service need, rather than providing direct services;
- Actively engage members of the affected community in developing program strategies;
- 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).
- Can effectively educate and engage members of All Souls Church in its work for social change. *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.*

Maximum grant award is \$10,000. Multi-year funding may be considered. Applicants are encouraged to talk with the Director of Social Justice Ministry before submitting a Letter of Inquiry.

HOW TO APPLY

The Fund has a two step application process:

- Letter of Inquiry (LOI)
- 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 letter of inquiry (LOI) describing the proposed project. A new letter of inquiry must be submitted for each new request.

The Fund accepts the Washington Grantmakers' Common Grant Letter of Intent format (www.washgrantmakers.com/grantseekerresources). If an organization does not use the Common Grant Letter of Intent, it must provide the following information in the LOI:

- Organization name
- Executive Director and Key Contact Person (if not Executive Director)
- Organization's federal tax-exempt number
- Mailing address / phone / fax / website address / Key Contact Person e-mail address
- Brief organizational description
- Brief description of specific program(s)/project(s) for which funds are sought. Description should identify the target population to be served and the total number to be served during grant period
- Outline of expected outcomes during grant period
- Amount sought from the Beckner Advancement Fund
- Total program budget (no detail needed with LOI), and
- Total organizational budget (no detail needed with LOI).

The letter of inquiry should not exceed two pages and should be received by 5:00 p.m. as shown in the timetable shown below.

Only one copy of the LOI is necessary, and it may be emailed to becknerfund@yahoo.com or faxed to All Souls Beckner Fund, Attn: Louise Green at 202-332-8968.

Full Proposals

If it is determined that the Letter of Inquiry 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). In addition to the information requested on the Common Grant Application, please also include the following in your proposal:

- An overview of how your efforts will advance the priority funding areas of the committee as listed in the grant guidelines, giving particular emphasis to the community issues and needs you are responding to.
- An outline how your organization proposes to engage the All Souls congregation in your efforts.

Proposals must be received at All Souls Church by 5:00 p.m. (EST) as shown on the grantmaking schedule below. Seven (7) copies (one original and six copies) of the completed application must be submitted. Please submit the six copies as double-sided and stapled if possible.

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

Proposal Layout

No application should exceed **8 pages of double-spaced text in 12 point font excluding the budgetary materials. Page margins must be 1”.**

TIMETABLE

Letter of Inquiry Due By:	If Requested, Proposal Due By:	Notification of Decision
Friday, October 20th	Friday, November 10	December 2006

All submissions are due by 5 p.m. on the date shown above. Late LOI's 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://www.planning.dc.gov/maps/index_map1.shtm
- National Network of Grantmakers Membership Listing (social change funders): http://www.nng.org/html/howeare/network_table.htm
- Office of Ward One Councilmember, 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 by mail, e-mail or fax to:

Rev. Louise Green, becknerfund@yahoo.com or fax 202-332-8968

Director of Social Justice Ministries
All Souls-Beckner Advancement Fund
1500 Harvard Street, NW
Washington, DC 20009

Please submit your completed application, by invitation only, to:

Rev. Louise Green
Director of Social Justice Ministries
All Souls-Beckner Advancement Fund
1500 Harvard Street, NW
Washington, DC 20009

For more information, contact:

Rev. Louise Green, Director of Social Justice Ministries
All Souls Church, Unitarian

202-332-5266 x114 or e-mail becknerfund@yahoo.com