



## GRANT GUIDELINES

### About the Next Gen Giving Circle

Founded in 2019, the mission of the Next Gen Giving Circle (NGCC) is to cultivate the next generation of philanthropists for the Greater Washington region. We believe that today's collective giving by mid-career professionals will form the foundation of the future of philanthropy. Through annual or monthly donations, our flexible "pay-what-you-will" model allows all members to participate in philanthropic decision-making while granting essential support to local organizations.

### 2021 Grantmaking Priority

The Next Gen Giving Circle recognizes that Black and Brown communities face inequitable access to opportunities to build wealth and establish economic security, and that the economic fallout of the COVID-19 pandemic has had a disproportionate impact on communities of color. For this year's grantmaking cycle, NGGC seeks to support organizations working to advance the **economic and financial security of BIPOC (Black, Indigenous, and People of Color) individuals and families in the region.**

NGGC invites applications from organizations with annual budgets up to \$1 million that work to ensure individuals and families can build assets and establish financial strength and security. Eligible organizations might include, but are not limited to:

- Organizations that provide career/workforce training, assistance with securing living-wage jobs or starting small businesses, or financial literacy/counseling.
- Organizations that engage in advocacy or community organizing around issues that directly impact people's ability to secure their financial and economic well-being, such as access to affordable childcare, fair wages, rental assistance, and other resources.

This year's application guidelines, eligibility criteria, application format, link to the online application, and other important details can be found below. Please review before submitting an application.

### Application Deadline

Applications will be accepted until **11:00 PM ET** on August 27.

## Grant Award

We expect to make several awards, ranging from \$2,500 to \$10,000. Final grant amounts will be determined by the Grants Committee. Applicants do not need to request a specific award amount in the application.

## Grant Period

The grant period for this award is 12 months following notification of the grant award.

## Eligibility

NGGC's Grants Committee will screen all applications for the following eligibility criteria:

- 501(c)(3) status or a fiscal sponsor with 501(c)(3) status
- A history of providing services or engaging in advocacy for a minimum of one year
- An annual operating budget of \$1 million or less
- Focus on advancing the economic and financial security of people living in the Greater Washington region

### *How do we define the Greater Washington region?*

NGGC members live in DC, Maryland, and Virginia, and for the purposes of this grant, eligibility is limited to nonprofits serving communities within the "Greater Washington region." We define the region as Washington, DC; Montgomery and Prince George's counties; Arlington and Fairfax counties; and the cities of Alexandria, Fairfax, and Falls Church. It is fine if you serve areas beyond the Greater Washington region, as long as you also serve at least one of these jurisdictions.

## Grant Criteria

All applications meeting our eligibility criteria will be reviewed by our volunteer Grants Committee. Evaluation criteria will include:

- Applicants that can clearly demonstrate their alignment with the giving circle's focus, a track record of accomplishments that demonstrates their impact, and upcoming goals related to advancing the economic or financial security of their constituents.
- Applicants that actively engage their constituents as leaders in their organizations, for instance, by engaging them in strategic decision-making and program planning.
- Applicants that can demonstrate a commitment to advancing racial and other forms of equity.

In recognition of philanthropy's history of biased underinvestment in organizations led by people of color, we will apply additional preference criteria to BIPOC-led organizations. We also recognize that small nonprofits often have difficulty attracting support from traditional funders. In

our review process, we will also apply slight preference criteria for organizations with budgets below \$500,000.

## What We Fund

Our intent is to provide general operating support to support the economic and financial security of BIPOC individuals and families in the region. We recognize that prospective applicants may offer services, or engage in advocacy, that aligns with our focus, in addition to other activities. We encourage applicants to use the application narrative questions to share details on the specific activities that directly align with our grantmaking focus. As part of our emphasis on providing general operating grants, we fully support allocating NGGC funds to indirect costs, including salaries, benefits, occupancy, overhead, equipment, and supplies, as well as to direct program costs. We do not put any restrictions on the percentage of indirect costs.

### *What don't we fund?*

- Political activities or political action committees of any specific political party. Advocacy activity, if any, must be nonpartisan;
- Organizations requiring adherence to a particular religious belief or required participation in religious service or activity. A religious organization may act as a fiscal agent, but services may not be restricted to a particular faith community or membership in a particular congregation;
- Organizations that deny services, employment, or volunteer involvement on the basis of race, age, ancestry or national origin, sexual orientation, gender, physical or mental disability, or religion.

## Application Format

All applications must be submitted through our [Grant Application Form](#).

The grant application consists of five narrative questions. These questions may be responded to in writing or by providing links to video or audio files in which the applicant verbally responds to each question in the application. We are making the video/audio option available in order to increase the accessibility of our application. We have no preference as to whether applicants respond in writing or via video/audio.

Applicants who choose to respond by audio or video must follow these guidelines:

- Record video or audio responses to each question and upload them to Google Drive, YouTube, Vimeo, SoundCloud, or similar platform, and provide links in each of the response boxes in the application. Remove any privacy settings so we can view them.
- Create a separate video or audio recording for each question. Responses must directly address the question, with no additional information provided.
- Videos must not include any production enhancements, b-roll, music, etc. We are not looking for professional quality audio or video.

- Record in a quiet place with no background noise. Review your recordings to ensure they can be clearly understood.
- Recordings for each response should be no more than 3 minutes each.

Any audio or video responses received will be transcribed and reviewed in written form.

## **Grant Decision Process**

Applications will be accepted until **August 27 at 11:00 PM ET**.

The grant decision process will occur as follows:

- All applications will be reviewed for adherence to eligibility criteria. Ineligible applicants will be notified within two weeks of the application deadline. All remaining applications will be evaluated by our Grants Committee.
- Up to 10 applicants will be selected for a virtual site visit and asked to submit supplemental documentation, including financial and board information. Applicants not selected for a site visit will be notified of their status.
- Following the site visits, the Grants Committee will select applicants to move forward to be reviewed and ranked by the full Next Gen Giving Circle membership. The Grants Committee will review the members' recommendations and finalize the grant awards.
- Grant announcements will be made to applicants, with grant agreements sent out shortly following the announcement via the Next Gen Giving Circle's fiscal sponsor, the Greater Washington Community Foundation.

We expect to announce grant awards in late October or early November 2021.

## **Pre-Application Workshops**

We will offer two virtual application workshops in advance of the deadline to review guidelines and address questions. Registration is required.

August 11, 2021 at 6:30 PM

[Register Here](#)

August 19, 2021 at 1:00 PM

[Register Here](#)

## **Post-Grant Relationship**

The Next Gen Giving Circle believes that it is important to place minimal administrative burdens on grantees. We do not require grantees to provide final reports, but we want to stay in touch to share each grantee's work with our membership, learn about trends and challenges you see in the field, and make network connections where possible. We envision that this will look like featuring grantees in our newsletter and hosting an educational event to introduce the organization to giving circle members.

# APPLICATION FORMAT

The online application may be accessed [here](#). If responding to the questions in writing, please draft and edit your application in Microsoft Word or a similar application and copy and paste text into the application form. **The form does not automatically save responses and they cannot be retrieved by the NGGC team at any point.**

To respond to the application questions via audio or video, please share a link in each text box to a file that can be streamed (e.g., YouTube, Vimeo, Google Drive, SoundCloud, etc.) Please carefully review the guidelines for submitting recordings.

## Eligibility Criteria

- Our organization has a current 501(c)(3) status or a fiscal sponsor with a current 501(c)(3) status
- Our organization has provided services or engaged in advocacy for at least one year
- Our organization's annual operating budget is \$1,000,000 or less, demonstrated by the last fiscal year's financial statements or IRS Form 990
- Our organization works in and serves one or more jurisdictions in the Greater Washington region (Washington, DC; Montgomery and Prince George's counties; Arlington and Fairfax counties; cities of Alexandria, Fairfax, and Falls Church)
- Our organization focuses on advancing the economic and financial security of people living in the region

## General Questions

### 1. Point of Contact

- Name, title, phone number, and email
- How did you hear about this opportunity?

### 2. Organization information

- Organization, mailing address, website or Facebook page, and phone number
- Federal employer identification number (EIN). (If not a 501(c)(3), provide fiscal sponsor's contact information and EIN).
- Organization's fiscal year (beginning date and end date)
- Total budgeted organizational expenses for the current fiscal year
- Organizational mission statement
- Does your organization's executive director/formal leader self-identify as Black, Indigenous, or a Person of Color?

- i. Select from drop down menu: Yes / No / Unknown / Prefer not to answer / Organization does not have an executive-level staff leader

We recognize some organizations have shared leadership structures (e.g., co-executive directors). Please feel free to provide additional identity information about individuals in senior-most decision-making positions, if applicable. [text box]

- o What percentage of your staff self-identifies as Black, Indigenous, or People of Color?
  - i. Select range from the drop down menu: 0-25%, 26-50%, 51-75%, 76-100%, unknown, prefer not to answer
- o What percentage of your board self-identifies as Black, Indigenous, or People of Color?
  - i. Select range from the drop down menu: 0-25%, 26-50%, 51-75%, 76-100%, unknown, prefer not to answer
- o What percentage of your constituents self-identify as Black, Indigenous, or People of Color?
  - i. Select range from the drop down menu: 0-25%, 26-50%, 51-75%, 76-100%, unknown, prefer not to answer
- o We recognize that race intersects with other aspects of identity. Is there other identity information (gender, sexual orientation, people with disabilities, immigrants, returning citizens, etc.) about your staff, leadership, and/or your constituents that you want to share? If so, please describe. [text box]

### **Narrative Questions**

*While there are no specific word counts for each response, we encourage brevity (no more than 2-4 paragraphs) for each question. Our intent is for you to share your organization's story however is most effective. REMINDER: the application will not save your progress. Please draft your responses in another application and then copy and paste them into the form when you are ready to submit.*

*To respond to the application questions via audio or video, please share a link in each text box to a file that can be streamed (e.g., YouTube, Vimeo, Google Drive, SoundCloud, etc.) Each recording should be no more than 3 minutes long.*

1. **Alignment with NGGC's Grant Focus:** How does your organization work to advance the economic/financial security of individuals and families in the Greater Washington region? Please describe your relevant programs, advocacy efforts, and/or any other strategies your organization uses to support the economic well-being of your constituents.

2. **Demonstrated Impact:** What are 2-3 of your organization's recent accomplishments? Please provide brief examples or stories that illustrate how these accomplishments advanced the economic or financial security of your constituents.
3. **Constituent Engagement:** Who are your constituents? How does your organization engage them in making decisions, setting strategic directions, or other ways that influence your work?
4. **Commitment to Equity:** We believe equity is a continuous set of practices, as well as an outcome. How does your organization advance equity in its work? Your response might describe your approach to equity inside your organization, as well as the work you do with the community. We are especially interested in learning about how you honor your constituents' lived experiences around race, gender, disability, sexual orientation, or other aspects of identity.
5. **Upcoming Goals:** We realize the world in which we are operating can be fluid and unpredictable. Over the next 1 to 2 years, what specific goals is your organization working toward that general support funding would help you achieve?

## **Applicant Confirmation**

Typed signature of executive director or other authorizing official acknowledging that:

- They have the authority to act on behalf of the organization;
- To the best of their knowledge, everything they have provided is true; and
- They are unaware of conflicts of interest that may exist between their nonprofit and member(s) of the Next Gen Giving Circle.
- If awarded, funds will be used in accordance with the purposes of the grant; and they will maintain records of the application, any award documents, and related expenditures in accordance with Generally Accepted Accounting Principles.