



## 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.

### 2020 Grantmaking Cycle

The Next Gen Giving Circle recognizes the adverse health and economic impacts that COVID-19 has had across the region. We invite applications from small nonprofits and community-based organizations supporting our neighbors facing housing and food insecurity as the pandemic progresses. This year's funding priorities are:

- Prevention of evictions and foreclosures related to the economic distress of COVID-19. Eligible programs might include, but are not limited to, direct financial assistance for individuals, legal aid, and case management; and
- Food and grocery assistance. Eligible programs might include, community food pantries and grocery drop offs.

Given the disproportionate impact of the pandemic's fallout on Black and brown communities, we are particularly committed to supporting BIPOC-led organizations; efforts driven by local community leaders; and support for programs that connect with hard-to-reach communities.

### Application Deadline

The grant application period is open from **July 27 - September 3, 2020**. Applications will be accepted until **6:00 PM** on September 3rd.

This year's grantmaking guidelines can be found below. Please review thoroughly before submitting a grant. Focus areas may change year to year, so please check back in before submitting future grant applications.

## Grant Award

We expect to make several awards during this grant cycle, ranging from \$2,500 to \$10,000. Final grant award amounts will be assigned by the Grant 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

Our Grants Committee will screen all applications for the following eligibility criteria:

- Nonprofits with 501(c)3 status or community-based organizations that have secured a fiscal sponsor with 501(c)3 status
- A history of providing services for a minimum of two years
- An annual operating budget of \$500,000 or less, demonstrated by the last fiscal year's financial statements and/or 990
- Primarily provides services to people living in the Greater Washington Region to access to housing and/or food assistance

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

Our giving circle's membership is geographically dispersed across Washington, 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 Greater Washington Region as Washington, DC; Montgomery and Prince George's Counties; Arlington and Fairfax Counties; and the cities of Alexandria, Fairfax, and Falls Church.

## Grant Criteria

All applications meeting our set eligibility criteria will be reviewed by members of our volunteer Grants Committee. In recognition of philanthropy's history of biased underinvestment in organizations led by people of color, we will apply preference criteria to BIPOC-led organizations. Additional evaluation criteria will include:

- Applicants that serve "hard-to-reach" populations, e.g., people who might not access services based on specific factors, such as disability, geography and/or transit access, citizenship status, past involvement in the justice system, etc.
- Applicants that actively engage people from the communities they serve in their strategic decision making and program planning.
- Applicants that successfully adapted and/or scaled programs to meet the needs of community members affected by COVID-19.
- Applicants who can demonstrate a commitment to racial equity.
- Applicants that clearly demonstrate how a NGGC grant will help them reach their goals.

## What We Fund

Our intent is to provide general operating support to preserve access to housing and food assistance that had to scale services in response to COVID-19. We recognize that many prospective applicants may offer these services as a supplement to other critical services. If awarded, we may ask that funds be allocated to programmatic support. In either case, we fully support allocating NGCC funds to indirect costs to deliver these programs, including salaries, benefits, occupancy, overhead, equipment, and supplies, however, grantees may also allocate funds to direct 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 Process

A network announcement about this Request for Proposals will be disseminated in July 2020. Applications will be accepted until **September 3rd at 6 PM**. All applications must be submitted through our [Grant Application Form](#) . We expect to announce grant awards in late October.

The grant adjudication 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, staff, and board information detailed in the box below. Applicants not selected for a site visit will be notified of their status.
- Following 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.

## 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 13, 2020 at 6:30 PM

[Register Here](#)

August 27, 2020 at 6:30 PM

[Register Here](#)

## Post-Grant Relationship

The Next Gen Giving Circle believes that it is important to place minimal administrative burdens on grantees, and its post-grant reporting and evaluation process strives to be reflective of this. A report on activities related to the grant will be due on or before September 30th of the year following the grant award.

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 (such as a Q&A with the Executive Director, key staff, or volunteers; sharing grantees' announcements about upcoming programs and events; and/or featuring key success stories) and a virtual educational panel to introduce the organization to giving circle members.

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## APPLICATION FORMAT

The online application may be accessed [here](#). We strongly encourage every applicant to draft and edit their 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.

## Eligibility Criteria

- Our organization has a current 501c3 status or a fiscal sponsor with a current 501c3 status
- Our organization has provided services and/or programs for at least two years
- Our organization's annual operating budget is \$500,000 or less, demonstrated by the last fiscal year's financial statements or IRS Form 990
- Our organization primarily serves people living in the Greater Washington Region
- Our organization supports communities through access to housing and/or food assistance

## 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, and phone number
- Federal employer identification number. (If not a 501c3, provide fiscal sponsor's contact information and federal employer identification number).
- Organization's fiscal year (beginning date and end date)
- Total budgeted organizational expenses for the current fiscal year
- A statement describing your organization's purposes and programs. (For example, "environmental nonprofit seeking a cleaner environment through projects for teens," or "dance presenter offering youth programs." No need to say, "we are a 501c3 nonprofit based in Maryland.")
- Focus area for grant: Housing or Food Assistance (Drop down menu)
- How have your primary constituents been disproportionately affected by COVID-19?
- What percentage of your staff, board, and constituents are Black, Indigenous, or People of Color? (For each, select a range: 0-25%, 25-50%, 50-75%, 75-100%, prefer not to answer)

## Application Questions

*Please complete the following six questions. While there are not 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.*

1. Tell us about your organization, including who you serve, and how you serve them. Feel free to include data or context about the community you serve and/or need you address, if you think it will be helpful for the reviewers.
2. What recent accomplishments is your organization most proud of? If helpful, share a brief story that illustrates your impact in the community over the past 1 - 2 years.
3. How has your organization adapted its programs and services during the pandemic to meet the needs of your constituents?
4. How is your organization advancing racial justice and equity? You might include work you have done internal to your organization, advocacy efforts your organization is actively involved in, or anything else that is relevant or specific to your organization and its constituents.

5. What are your organization's upcoming goals and how would a general operating support grant from us help your organization accomplish them?
6. What will success look like for your organization over the next 3-5 years? What do you believe will be different in the community if you are successful?

### **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.