

2020 Request for Proposals

Our Vision

The Moscow Women's Giving Circle is a friendly, fun-loving group of women who care deeply about our community of Latah County and are committed to making it a wonderful place to live. By pooling our money, we fund efforts that improve life for residents of our community, address local environmental concerns, and enhance community resources. The Circle is a volunteer-run group, making grants through a donor-advised fund with the Latah County Community Foundation located in Moscow, Idaho.

Our Goals

- The Circle provides a welcoming, empowering experience in philanthropy.
- The Circle funds organizations and efforts that make our community a more vibrant place to live, improve the local environment, and serve individuals and families in need.

2020 Grantmaking Guidelines

Grant Specifics

Members determined at our fall kick-off meeting that this year's giving emphasis will honor the 100th anniversary of ratification of the 19th Amendment, which ensured that the rights of Americans to vote could not be denied on the basis of one's sex. **Championing Women & Girls** is the funding focus for 2020.

The members of the Moscow Giving Circle (MGC) acknowledge that 2020 marks an important milestone for women in America. We also recognize that many communities of women were left out of the suffrage movement of the early 20th century, and appreciate the efforts that have been undertaken to extend enfranchisement to all female citizens. In order to commemorate the history of women's suffrage in the United States, MGC is seeking proposals for projects and programs that champion women and girls in our community. Those endeavors can take many forms, including addressing issues of gender equity, fostering opportunities for civic engagement, or promoting individual development of confidence and leadership. Organizations may seek funding to support current programs, build capacity, or develop new projects. In general, MGC members favor proposals that are collaborative in nature.

Eligible organizations and efforts:

Applicants must be 501(c)(3) nonprofit organizations (or other eligible entities such as schools, libraries, etc.) based in Latah County, and/or serving Latah County. The Circle hopes to fund

work that has a potentially large impact on the community or fills an important, unmet need. Grants will be awarded for one year. The Circle does not fund religious or political causes.

The Circle is built on the philosophy that all members of our community should be treated with dignity and respect. To support and enhance the rich diversity of our community, we are committed to improving the quality of life and expanding opportunities for all. To honor this commitment, we do not fund organizations that engage in any form of discrimination.

While there is no upper limit to the grant requests that MGC will consider, most awards range from \$1,000 to \$4,000.

We strongly encourage organizations of all sizes, capacities, and service sectors to apply. If you would like guidance on drafting an application, a member of our Grants Committee would be happy to spend time talking through a potential project or offering advice on what a successful proposal looks like. *Please reach out to us, we want to hear from you!* You can contact us by email at givingcirclemoscow@gmail.com.

Grantmaking Process

Interested groups should provide a brief project or anticipated 2020 program summary, as per the instructions found on pages 4-5. We assess applicants based on the merit of the proposal and the potential impact of the work. All applications must be received by March 2nd, 2020, and the grants committee will announce finalists on April 1st, 2020. Finalists submit additional information and give a brief (up to 5 minutes) oral presentation to Circle members at our April 15th, 2020, meeting. Circle members vote to determine the final grant recipients after the presentations meeting. Successful applicants will be notified by May 15th, 2020.

Grant Reporting

Grant recipients are asked to respond to a few questions in a brief email interview and, if relevant, provide photographs (or other artifacts) that summarize their accomplishments within one month of the end of the grant period. We also ask that a representative of your organization attend our 2021 winter meeting to share with Circle members how the funding was used and tell us about other upcoming work.

Additional Details

Due Date and Contact Information:

Grant applications and project narratives must be received on or before **March 2, 2020**. This year, we ask that all applications be submitted via email (as a single Word document or PDF file). Please name the file(s) with your organization's name first (ie: AwesomeNonprofit 2020 MGC application).

Email applications to: givingcirclemoscow@gmail.com

Questions? Please contact givingcirclemoscow@gmail.com. You may also find information at www.moscowgivingcircle.org.

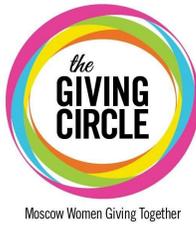
Timeline:

Grant applications available	December 27, 2019
Grant applications deadline	March 2, 2020
Finalists notified	April 1, 2020
Finalists present to members	April 15, 2020
Notification of awards	By May 15, 2020

Criteria for Selection:

Grant applications will be evaluated using the following criteria. Although these criteria will guide our selection, please note that – unfortunately – we still may not be able to fund all eligible projects.

- Does the request fall within the Circle’s guidelines and 2020 giving emphasis?
- To what extent is the organization’s mission in harmony with the Giving Circle’s vision?
- How clear is the project or organization’s purpose and proposed outcomes?
- To what extent does the project or program meet an important need for the organization’s capacity?
- How clear and realistic is the budget?



2020 Grant Application Instructions

Cover Page: Please submit the following information as a cover page for your application. Applications without this cover-page information will not be reviewed.

- 1) Name of organization
- 2) Mailing address and phone number
- 3) Website (if applicable)
- 4) Contact information: contact name, telephone number, and email address.
- 5) Please provide your organization's tax identification number and indicate whether it has 501 (c)(3) status. An organization may also use another 501(c)(3) entity as a fiscal sponsor. Please provide the name and address of your fiscal sponsor.
- 6) Total cost of project or program, if applicable
- 7) One paragraph summary of your request (short - about 150 words). This is essentially your proposal abstract – make it compelling! Some Circle members will only read this abstract.

Letter: Please address the following six items. The proposal narrative should not exceed two pages using a readable font and spacing. Use the following format in your proposal.

- 1) **Describe your organization and provide your mission statement.**
 - a. If your project involves a partnership, please provide details for both groups.
- 2) **How will your organization(s) champion women and girls?**
 - a. What need will this funding address?
 - b. How will this funding address that need?
 - c. In what way(s) will your organization's work to promote women and girls in our community?
- 3) **What will this project look like in the future?**
 - a. Do you believe this project/program is sustainable? Is it a pilot program or intended as a one-time investment?
 - b. Who are the partners that might be called upon to keep the work going?
 - c. Tell us why this funding will matter. What would happen if you didn't get the funding?
- 4) **Has your organization received a MGC grant before?**
 - a. If so, please provide details like the year, the project, and the outcome.
- 5) **How do you plan to acknowledge and promote MGC's support?**

- a. The more women know about the MGC, the more members we gain and the larger our impact can be.
- 6) **Provide a budget** for the project or program, as well as a 1-page summary of your organizational budget. NOTE: The budget is not included in your 2-page narrative page limit.

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If your proposal is selected as a finalist, we may ask for the following additional information:

- 1) Organization budget
- 2) List of other funding (or in-kind/volunteer) sources (secured and pending)
- 3) Organization board of directors
- 4) Project timeline and completion date
- 5) We will verify your 501(c)(3) status
- 6) We may request additional information or clarifications pertaining to the project.
- 7) Finalists are required to give a brief oral presentation (up to 5 minutes) at our April 15th, 2020 member meeting, to talk about your request and answer questions.