



2021 Full Grant Application Questions

Organizational Questions

1. In your previously submitted Letter of Inquiry (LOI), you provided your Mission Statement and Organization Description (Question 3). If you would like to clarify or provide additional information on what your organization does, please do so here.
2. In your previously submitted LOI (Questions 17 and 18), you described current organizational priorities and how you might spend the Impact grant funds. If you would like to provide any updates, please do so here.
3. In your previously submitted LOI (Question 19), you described the impact your organization will have on the people/communities you serve if you receive the \$100,000 Impact Grant. Please update, elaborate or expand on your previous answer here.
4. How do you measure the impact of your organization's programs and services? What outcomes do you track? *Include how you use data to assess and improve the effectiveness of your programs and services.*
5. How has COVID-19 impacted the need for your services? *Please describe any changes in the focus of your organization's services. Also include changes in the delivery method of services, as well as the costs associated with any changes.*
6. How does diversity, equity and inclusion inform your work?
7. How many full-time and part-time employees do you have? How many volunteers do you utilize? *Please make sure to list each category separately. Also note and explain any reductions in volunteers and/or staff or furloughs necessitated by COVID-19 and the impact on your ability to provide services.*
8. Please attach the qualifications/bios of your key leadership team. *Paid staff, not volunteers or board members.*
9. Please attach a list of board members, including board positions, profession/affiliation, and years served.
10. What percentage of the board financially supports the organization?
11. If your organization has an endowment, what is the value of its assets? *If you do not have an endowment, please answer "N/A"*

Please list the names of the Executive Director and Board President who have read and approve the statement listed below.

Our organization and Board of Directors authorize submission of this proposal. Our tax-exempt status under IRS Section 501(c)(3) has not been revoked or modified. We have read and understand the Terms of the Grant Agreement and, should a \$100,000 grant be received, agree to follow its terms and conditions. We certify that to the best of our knowledge, the statements contained in this application are accurate and complete.

Financial Questions

Given that applying organizations have different fiscal year ends, the goal of the Financial Questions below is to obtain two full years of financial information for the fiscal years ended in 2019 and 2020. We also request a budget and recent interim financial information to get a current picture of the organization's financial position.

1. Please discuss the financial challenges you have faced due to COVID-19 and how the organization has adapted financially. *Please include impact on program service revenue and fundraising from individuals, corporations and foundations.*
2. Did you receive a Paycheck Protection Program (PPP) loan? If so, how much did you receive? Have you successfully applied to have the loan forgiven?
3. For the fiscal year ended in 2020, please attach EITHER: 1 - Draft or Final Audited Financial Statements, 2 - Draft or Final IRS Form 990, or if none of these are available, 3- internally prepared statement of activities and balance sheet. *If both the audit and 990 are available, please attach the second document in Question 8.*
4. Please attach the organization's internally prepared balance sheet and statement of activities as of 12/31/20. *If 12/31/20 is not yet available, attach the most recent. If you provided internal financial statements dated 12/31/20 in Question #3, you must reattach them here in order to proceed to the next question.*
5. Please attach the organization's current annual budget (fiscal year ending in 2021).
6. Please attach IRS Form 990 (including Schedule A) for the fiscal year ended in 2019. *Please note: if your fiscal year end is NOT 12/31, the form will say 2018 in the upper right corner.*
7. Please attach audited financial statements for the fiscal year ended in 2019.
8. If there are any other financial documents you would like to provide, please attach here.
9. If your organization carries general liability and directors and officers insurance, please list all coverage including policy periods and dollar amounts of coverage per category. *If you do not carry this insurance, please answer "No" and explain.*