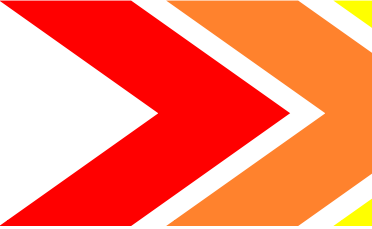


horizons foundation

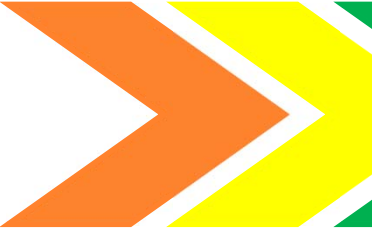
Community Issues Grants 2019 Request for Proposals

Horizons Mission


A community foundation rooted in and dedicated to the LGBTQ and transgender community, Horizons exists to:



Mobilize and increase resources for the LGBTQ movement



Empower individual donors and promote giving as an integral part of a healthy, compassionate community.




Steward a permanently endowed fund to ensure our community's capacity to meet the future needs of LGBTQ people.

- *Based in the SF Bay Area, Horizons aspires to set a stellar example of effective community-based philanthropy in all its work.*


Application Information

<https://www.horizonsfoundation.org/community-issues-funding-program/>


Funding Areas




ADVOCACY AND CIVIL RIGHTS



ARTS AND CULTURE



COMMUNITY BUILDING AND LEADERSHIP



HEALTH AND HUMAN SERVICES

Eligibility

- ✓ 501(c)(3) status, or fiscal sponsorship by a 501(c)(3)
- ✓ LGBTQ-primary organization (defined as an organization whose mission includes the LGBTQ population as the primary focus of the work; whose staff and board predominantly reflect the LGBTQ community; and which primarily serves LGBTQ people) with a budget under \$1 million, or non-LGBTQ-primary organization with any budget seeking funding for an LGBTQ-specific program or project
- ✓ Serving any of the SF Bay Area's nine counties: Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Solano, Sonoma
- ✓ Submitted a final report and financial accounting for any past grant(s) which are due

Proposal Process

<p>1. LEARN MORE</p> <p>First, read our proposal guidelines. Register for one of our webinars to learn more: July 23 at 12-1 p.m., July 25 at 3-4 p.m., or July 31 at 6-7 p.m.</p>	<p>2. COMPLETE PROPOSAL</p> <p>Submit your proposal by August 19 at 5 p.m. Include as separate attachments a signed nondiscrimination form, most recent audit or form 990, and 501(c) 3 determination letter.</p>	<p>2. REVIEW AND NOTIFICATION</p> <p>Proposals are reviewed by staff and a community panel, and funding decisions will be announced in November.</p>
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[Read Proposal Guidelines](#)

[Complete Proposal](#)

Application Process and Dates

1. RFP released (July 2018) →
2. Workshops (late July, 2018) →
3. Deadline for electronic application submission is Monday, August 19, 2019 by 5 PM →
4. Funding Panel (Oct. 2019) →
5. Board Approval & Funding Notification (Nov. 2019)



Award Type & Priorities

Leadership
Development

Creating policy,
advocacy, &
systems change

Achieving racial
equity and full
participation of
POC in the LGBTQ
community

\$10,000 max for one
year

- ✓ Meet eligibility criteria
- ✓ LGBTQ primary orgs
- ✓ Non-LGBTQ primary orgs

Supporting the
equality,
health, and
empowerment
of LBT women

Securing Equality
for LGBTQ People

Meeting the
challenges of the
aging LGBTQ
population

Increasing Giving Priority



Fundraising Event
Sponsorship Program



Fundraising Event Sponsorship Program

<https://www.horizonsfoundation.org/lgbtq-community-event-sponsorship-program/>

Evaluation Criteria



ENGAGEMENT

Engage the LGBTQ community in alignment with **Horizons' mission**



FUNDRAISING

Use intentional strategies to increase giving



INCLUSIVITY

Be inclusive of the entire LGBTQ community in your work



MEASUREMENT

Have goals and a plan for measuring success

Eligibility

- ✓ Be a 501(c)(3) nonprofit, or have documentation of fiscal sponsorship by a 501(c)(3)
- ✓ Be an LGBTQ-primary organization with a budget over \$1 million. LGBTQ-primary is defined as an organization whose mission includes the LGBTQ population as the primary focus of the work; whose staff and board predominantly reflect the LGBTQ community; and which primarily serves LGBTQ people
- ✓ Sponsorship is also open to LGBTQ-primary organizations with budgets under \$1 million in special anniversary years (e.g., 5th, 10th, 20th, etc.). Please contact us at grants@horizonsfoundation.org before submitting an application for a special anniversary celebration
- ✓ Have your home office and the event itself in any of the nine counties of the SF Bay Area: Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Solano, Sonoma

Electronic Submission



1. Download the grant application and save it to your hard drive with the following name:
“insert your organization name 2019 CI application”
For example: “LGBTQ Inc 2019 CI application”
2. Complete the application
3. Email the completed application PDF to Grants@horizonsfoundation.org
4. Include the IRS determination letter, the financial statements, and signed non-discrimination form as separate attachments

Deadline for online submission is
Monday, August 19, 2019 by 5 PM

Submit Form

1a. Organization Summary

Organization Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Web: _____

Executive Director: _____ Title: _____

Phone: _____ Email: _____

Grant Proposal Contact (if different from above):

Name: _____ Title: _____

Phone: _____ Email: _____

Is your organization an IRS 501(c)(3) nonprofit? Yes No EIN#: _____

If no, please fill out the Fiscal Agent information:

Fiscal Agent Organization Name: _____ EIN#: _____

Contact Name: _____ Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Web: _____

Organization Mission (**50 words or less**): *For arts projects, describe the project and artist (filmmaker, theater group, etc.)*



Caution when filling text boxes, especially Form 2 – Proposal Narrative

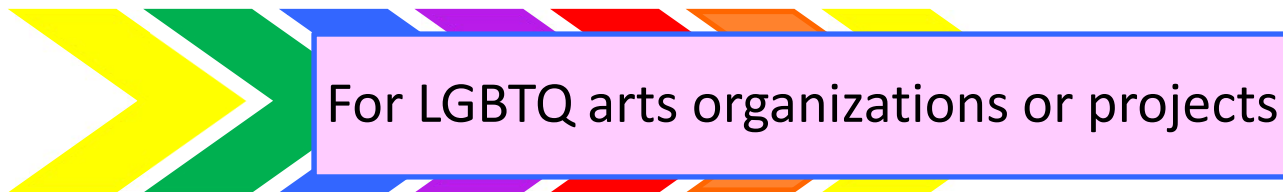
2. Proposal Narrative

Organization Name:

Your narrative should be no more than three pages (using at least 12-point font). Shorter narratives are welcome.
Please address the set of items in your narrative that are listed under the type of support you are seeking in the
2019 Community Issues RFP guidelines:

Narrative Section

Three sets of specific narrative questions – answer only the set that correspond to the award mechanism you are applying for.





Art & Culture Applications

Work Sample (*ARTS PROJECTS ONLY*)

Visual or Audio works:

- Upload a three to five minute work sample(s) to your YouTube or Vimeo channel
- Include the link and password if applicable to the YouTube or Vimeo channel

Written works:

- Include samples under 10 pages (typewritten) as a separate PDF attachment to your proposal

*We do not accept hard-copies of
CDs/ DVDs or projector slides*

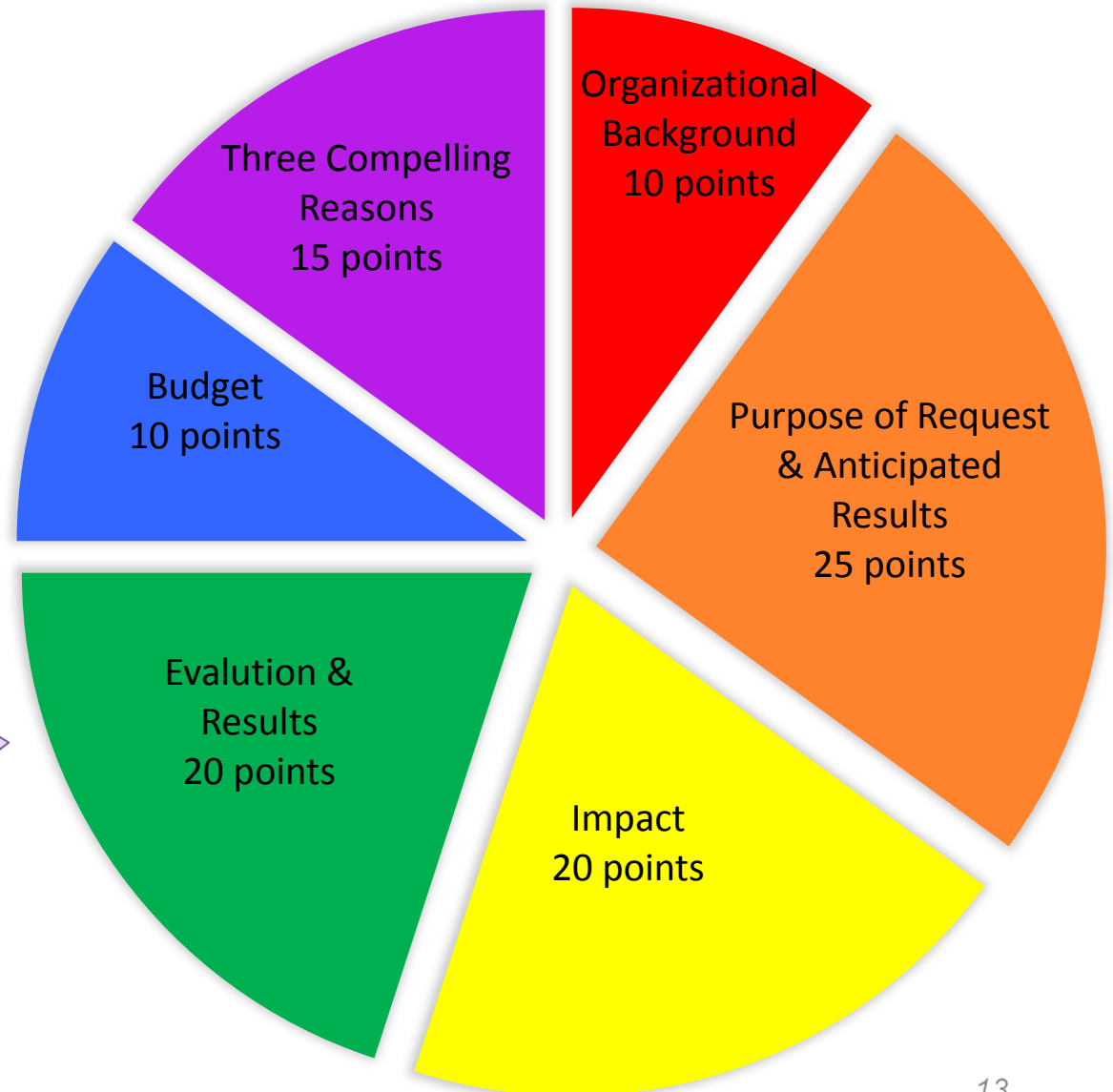
Application Scoring

Applications are reviewed by a community panel.

Panelists assign each section a score

Total = 100 points

Bonus
10 points
4 applications
max



Tips



- **Fill out the entire application**
- Do not modify the application forms
- Adhere to formatting guidelines (12pt. Font & 3 page limit)
- For General Operating Support, on form 1c – enter data from Column C to Column D
- Be careful with abbreviations
- Don't assume reviewers know about your program
- Don't be shy, but be accurate
- Spelling and grammar
- Make a good case – competitive environment
- Fairness doctrine – adhere to deadlines

Last but not least

You are not alone – we are here to help you

Don't be shy, pick up the phone and talk to us

**Our job is to facilitate you submitting
a competitive application**

Nikole Pagan // Laura Adams
Npagan@ ladams@
Ext. 113 Ext. 100

horizonsfoundation.org
415-398-2333

