

Black Family Foundation Grant Application Guidelines

The foundation is currently considering grants in the following categories:

- Health & Welfare
- Entrepreneurial Education
- Homelessness
- Environmental Sustainability
- Economic Initiatives
- Technology Initiatives

The Black Family Foundation (BFF) is determined to make every donation with a sense of purpose and a defined expectation of measurable outcomes. Applications will be considered in the above general areas or for a special project area established by the Board of Directors.

Grant Requirements:

- All fund recipients must be qualified tax-exempt organizations under section 501(c)3 of the U.S. Internal Revenue Service (IRS). The Foundation is not able to award grants to individuals or for-profit organizations.
- Grants will be given to organizations that have either a history of delivering effective results or start-ups that can demonstrate a long-term sustainability plan.

The Black Family Foundation promotes continuous improvement in the quality of life around the globe by investing in projects that offer a high probability of transformational and sustainable change. The purpose of the foundation is to address critical needs with measurable outcomes.

Are there regional restrictions?

Black Family Foundation has interests both within and outside the continental United States and will therefore consider all funding requests.

How often can we apply?

An organization may apply for funds once every twelve months. If you have previously applied for a grant and have questions about your eligibility to apply again, please contact us. Funds are awarded on an on-going basis.

Does Black Family Foundation award grants for operating support?

BFF will consider operating support grants for start-up or existing organizations if the applicant can make a clear case for how short-term operating assistance can make a difference to those served and can provide a plan for sustainability in the long-term.

How to Apply

To be considered, the following information is required in your mail-in request:

- **Grant Application Cover Sheet**
- **Foundation Proposal**

Applications can also be submitted using our website:

<http://www.blackfamilyfoundation.org/foundation-application/>

If you have additional questions regarding your organization's eligibility or application details, please contact us at:

info@blackfamilyfoundation.org or (814) 528-9032

Grant Application Cover Sheet Outline

Please ensure all the following information is included on your cover sheet prior to submitting.

1. Legal Name of Organization

2. Tax Information

- 2.1. IRS Tax Exempt Status
- 2.2. EIN (Tax Identification Number)

Include a copy of your IRS letter confirming your status as a tax exempt, non-profit organization.

3. Grant Request Amount

4. Estimated Cost for the Project

Include a copy of application organizational financials and project budget.

5. Organization's Mailing Address

6. Primary Contact for Application

- 6.1. Name
- 6.2. Title
- 6.3. Telephone
- 6.4. Email Address

7. Brief Explanation of the Project

Use no more than 2 paragraphs to describe the purpose of the project including how funds will be utilized and the anticipated result of the completed project.

8. Board of Directors Information

- 8.1. Number of Members
- 8.2. Number of Members Contributing Funds
- 8.3. Total Funds from Members (in the last Fiscal Year)

Grant Application Proposal Content

Please limit your proposal to 5 pages maximum and ensure the following information is included in your proposal prior to submitting.

1. Organization Details

- 1.1. Provide a brief history of your organization.
- 1.2. What is your organization's mission and/or vision statement?

2. Project Needs

- 2.1. Provide a summary of the program.
- 2.2. What need(s) does this program address?
- 2.3. Are there other organizations in the community currently addressing this need?

3. Project Goals and Objectives

- 3.1. Clearly state the goals and objectives that this program will accomplish.

4. Project Implementation

- 4.1. Describe the steps your organization will take to implement and carry out the program.
- 4.2. How many individuals will this program serve?
- 4.3. How many staff will be involved?

5. Project Evaluation

- 5.1. How does your organization plan to measure the degree in which goals and objectives will be met?
- 5.2. Who will evaluate the program and how?
- 5.3. Who will be responsible for providing a report to the Black Family Foundation outlining the measured outcomes within 9 months of receiving the grant?

6. Other Funding Sources

- 6.1. How much money has been raised for the program?
- 6.2. Are you working with other foundations, individuals, or corporations for funding on this project?

7. Planning for the Future

- 7.1. How does your organization plan to sustain the project?
- 7.2. How will future funding be secured?