

General Fund Application

APPLICATION DEADLINE: April 30, 2019 at 5:00 PM EDT

Email: grants@appalachiancommunityfund.org

Please read the application guidelines before you begin. To complete the coversheet, budget and staff and board information, click in the blank gray spaces and begin typing. Use the mouse to move between fields.



Organizational Background

Organization Name	Click here	County	Click here	Date	Clickdate
Address	Click here	City, State	Click here	Zip Code	Click here
Phone Number	Click here	Fax Number	Click here	Website	Click here
Org. Email	Click here	Facebook	Click here	Twitter	Click here
Contact Person (include title)	Click here				
Contact Phone Number	Click here	Contact Email	Click here		
Do you have 501(c)(3) status?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, list your EIN	Click here		
If no, list your Fiscal Sponsor's name	Click here				
Fiscal Contact Person and Address	Click here		Fiscal EIN	Click here	
Fiscal Phone	Click here		Fiscal Email	Click here	
Current Fiscal Year Budget	\$Click here	Project Budget	\$Click here	Requested Amount	\$Click here
Does your work address a new or an emerging issue?	<input type="checkbox"/> Yes <input type="checkbox"/> No		How long have you been doing this work?	Click here	
Key issues that your organization/project is addressing: <input type="checkbox"/> Community Building <input type="checkbox"/> Economic Development <input type="checkbox"/> Education <input type="checkbox"/> Environmental <input type="checkbox"/> Health <input type="checkbox"/> Immigration <input type="checkbox"/> Racial Justice	<input type="checkbox"/> Creative Placemaking <input type="checkbox"/> LGBTQ <input type="checkbox"/> Media Justice <input type="checkbox"/> Youth Organizing <input type="checkbox"/> Youth Development Other Other	Have you applied for funding from ACF in the past? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, indicate which year and which program. (i.e. General Fund, Technical Assistance, etc.)	Year	Program	
			Click here	Click here	
			Click here	Click here	
			Click here	Click here	
			Click here	Click here	
Which type of funding are you applying for?	<input type="checkbox"/> Project <input type="checkbox"/> General Support		If project funding, what is the name of the project?	Click here	

Summarize Your Proposal: (Do not refer us to your proposal – your proposal MUST be summarized here.) Your summary should include: who you are, your primary constituents, the systemic issues you are addressing, and the change you want to see because of your work. **Approximately 150 words**

Click here to enter text.

Budget Information

Please fill in your budget information below.

EXPENSES Year	Most Recently Completed Budget	Current or Projected
Salaries/Wages	\$Click here	\$Click here
Benefits/Taxes	\$Click here	\$Click here
Consultants/Stipends	\$Click here	\$Click here
Rent/Utilities	\$Click here	\$Click here
Office Supplies	\$Click here	\$Click here
Telephone	\$Click here	\$Click here
Postage/Mailing	\$Click here	\$Click here
Printing/Copying	\$Click here	\$Click here
Equipment	\$Click here	\$Click here
Travel/Transportation	\$Click here	\$Click here
Meetings/Conferences	\$Click here	\$Click here
Other, please specify	\$Click here	
1. Click here	\$Click here	\$Click here
2. Click here	\$Click here	\$Click here
Total Expenses	\$Click here	\$Click here
REVENUE		
	Most Recently Completed Year	Current or Projected Year
Foundation Grants	\$Click here	\$Click here
Corporate Donations	\$Click here	\$Click here
Individual Donations	\$Click here	\$Click here
Government Grants/ Contracts	\$Click here	\$Click here
Membership Dues	\$Click here	\$Click here
In-kind Contributions	\$Click here	\$Click here
Fees for service	\$Click here	\$Click here
Other, please specify:	\$Click here	
1. Click here	\$Click here	\$Click here
2. Click here	\$Click here	\$Click here
Total Income	\$Click here	\$Click here

List your confirmed grants/corporate donations and award amounts for the current fiscal year below.

1. Click here
2. Click here
3. Click here
4. Click here
5. Click here
6. Click here

List your pending grants/corporate donations and awards for the current fiscal year and their amounts below.

1. Click here
2. Click here
3. Click here
4. Click here
5. Click here
6. Click here
7. Click here

BUDGET NARRATIVE

1. **Please provide a brief** explanation of how the money from this grant will be used.

Click here



PROPOSAL NARRATIVE

Your proposal narrative must be no more than four pages; additional pages will not be reviewed. Attach a Word Document or PDF file answering the following questions. Please include numbers and questions with each section.

Proposal Narrative

Your proposal narrative must be no more than four pages; additional pages will not be reviewed. Attach a Word Document or PDF file answering the following questions. Please include numbers and questions with each section.

1. Briefly describe your organization's mission and recent achievements and challenges.
2. Please explain how your work or project fits into ACF's definition of social change.
3. Describe the most pressing issues or problems that the community your organization serves is facing that your work will address. Please include statistics if you have them.
4. Describe the organization's core constituency -- being specific about race, gender, income level, ethnicity, age, sexual orientation, gender identity, and ability -- how they are involved in the leadership of your organization, and how you support leadership development. Include how your group's leadership is selected and how the organization is accountable to the community and constituency.
5. Please list your goals for the next year or for your project. (What are you trying to accomplish, both within your organization and in Central Appalachia?) Please be specific and include measurable outcomes (e.g. number of members recruited, number of leaders developed, specific institutional change – whatever is appropriate for your work).
6. What will be your implementation strategies and activities in the next year? (What do you plan to do during the grant period?) You may include a timeline of projected activities.
7. How will you know if you are successful in meeting your goals? (How do you evaluate your work?)
8. How do you ensure the long-term sustainability of your organization and your work? (Describe your fundraising plan.)
9. The board of the Appalachian Community Fund values anti-racism and believes it must be a component of social change work, no matter what issue you work on or what community you are in. Please tell us how your organization incorporates anti-racism values and vision within your organization. What is your organization doing to put its anti-racism values into practice? How does your organization define diversity? How does your group address issues of race, age, class, gender, sexual orientation, gender identity, and disability?
10. Organizational structure and process. Briefly describe how your organization works. Who decides what kind of work the organization will do? How are decisions made? How is the organization structured, what is the decision-making process, and what are the responsibilities of board, staff and volunteers?
11. Movement building and social change. How does the organization see its work as part of a larger movement for social change? Describe the most important coalitions, collaborations or networks that you participate in as part of social change work. Include why the organization is active in these collaborations and your organization's role.

Additional Attachments

- 501(c) 3 letter OR a letter from your fiscal sponsor stating their willingness to be your agent with a copy of their IRS letter.
- Your most recent audit, **if you have one**. If you have never had an audit, instead include a statement to that effect.

Optional information:

- Your newsletter or other supporting material. Do not send more than one copy of each and send no more than five items total.