

American Baptist Churches Rochester/Genesee Region

Request for Proposals – Mutual Assistance Funds

Grant Program for Community Ministries

Who can apply?

The American Baptist Churches of the Rochester/Genesee Region (ABCRGR) accepts Letters of Inquiry (LOI) through an open process. Please make sure you review our guidelines and grant making priorities to determine whether your organization's mission and work are aligned with those of the ABCRGR.

Congregations/organizations may apply for either general or project specific support. ABCRGR will only consider LOI project with budgets under \$20,000. If your organization has an overall budget over \$400,000, you are ineligible to apply regardless of the project budget size.

ABCRGR prioritizes projects working with underserved communities such as minorities, immigrant, rural, reservation and/or low-income communities.

ABCRGR does not accept LOI from universities/colleges, secondary schools, individuals, or for-profit corporations. It does not support political or legislative activities (unless undertaken by a 501(c)(4) organization), endowments or deficit budgets. Additionally, ABCRGR does not support capital campaigns, although it will consider requests for capital improvements.

ABCRGR does not consider LOI from outside the Greater Rochester NY area excepting for congregations which are constituent members of ABCRGR.

Congregations/organizations that have received funding from the ABCRGR for the past three or more consecutive years, or three or more non-consecutive times over the past five years, will not be considered for further funding from this grant making process. The Executive Board of the region, however, reserves the right to invite any organization to submit a LOI and waive this restriction. Only those congregations that are in good standing with the Region (participating and contributing to United Mission) may apply.

ABCRGR generally awards grants ranging from \$1,000 to \$5,000. ABCRGR holds one grant making cycle per year. Applications must be **received** by ABCRGR by November 1 of any given year. Late applications are automatically disregarded. Determinations are made by year end and grants monies are provided within 3 months of notification. **(Note: Special consideration may be given for time sensitive projects anytime during the annual cycle provided that funds are available)**

Letters of Inquiry

Letters of Inquiry consist of two components: a "Cover Sheet" section that requests basic information about your congregation/organization and a two-page Narrative section. Please be sure that you have reviewed the Region's grant making priorities before submitting a Letter of Inquiry.

Narrative section guidelines: Your narrative should address the following questions:

- What are your congregation's/organization's accomplishments of the past year and, more generally, what impact has your organization made based on your mission? What are your goals and plans for the coming year?
- Who is your constituency? (Please include all information relevant to your organization and project (if applicable), including geography, socioeconomic status, race, ethnicity, gender, gender identity, sexual orientation, age, physical ability, language, and other applicable categories.) What mechanisms exist to ensure that your programs are responsive and relevant to your constituency?
- What do you regard as appropriate diversity for your congregation's/organization's board, staff, and served constituency? What efforts are you undertaking to achieve appropriate levels of diversity? How does the composition of your staff and board reflect the constituency served by your organization?
- What strategies (i.e. advocacy, grassroots organizing, education, etc.) do you employ to implement your programs and plans? Why is your approach an effective one?
- What partnerships do you have with other Congregations/organizations? If applicable, what organizational networks do you participate in, and what is your level of participation?
Collaborations among ABCRGR churches or between ABCRGR churches and community organizations will be given preferential consideration.
- What is the financial condition of your congregation/organization? Please briefly describe the diversity and stability of your revenue base, including, if applicable, a list of your key institutional funding sources (maximum 5). Of key interest are plans for sustainability.

Grant Making Priorities

Through its grant making activities, **ABCRGR** supports projects that build the power and leadership of underserved communities.

- grassroots organizing and/or comprehensive leadership development of persons living in poverty
- working with historically underprivileged constituencies: minorities, immigrant, low-income and/or rural youth
- striving to bring about institutional change in the legal, political, economic, or cultural structures that impact youth and children living in poverty
- working to link ABCRGR congregations with one another and to community organizations committed to social justice ***(Collaborations with ABCRGR congregations are given preferential consideration)***
- organizations with no direct relationship to ABCRGR congregations will not be considered at this time excepting where a legitimate partnership with an ABCRGR congregation is being established ***(for a relationship to be considered as a partnership there must be direct volunteer involvement and financial investments which are documented)***
- Congregations/organizations currently receiving direct or indirect funding through ABCRGR budget will not be considered excepting where new partnership projects in collaboration with ABCRGR congregations are being established
- ABCRGR initiatives in partnership with member churches and/or organizations committed to social justice

Cover Sheet:

Church/Organization Name:

Pastor/Executive Director:

Contact person:

Address 1:

Address 2:

City:

State:

Zip Code:

Phone:

Alternate Phone:

Fax:

Email Address:

Web site:

Year founded:

Organizational Budget for Current Year: (attach copy)

Fiscal Year End:

Amount requested:

Project name:

Project budget:

Year Project established:

US Tax Status:

(If US tax status is pending or you are fiscally sponsored by a US 501 (c)(3) organization, please provide the following: Fiscal Sponsor Organization's Name, address, contact person, phone number and email:

EIN#

Number of Staff:

Paid Full-time:

Paid Part-time:

Volunteers, Full-time:

Volunteers, Part-time:

How did you learn about the ABCRGR Grant Program?

Organizational Description: (Please provide a short paragraph describing your organization, including your vision statement and a brief description of your program(s) [150 word maximum]

Grant Purpose Description [250 word minimum]

Who are your constituents?

Narrative: (See instructions above for content)