



## **Equity & Access Initiative Request for Proposals**

Greater Toledo Community Foundation is a public charitable organization created by citizens of our community to enrich the quality of life of individuals and families. In response to recent events across the nation and within Toledo, the Foundation created the Equity & Access Initiative to proactively address the concerns raised by communities that are disproportionately impacted by inequity and lack of access in the Greater Toledo area.

Greater Toledo Community Foundation seeks proposals that address a variety of areas including advocacy, economic development, employment and nonprofit capacity. Due to the complexity of these issues, organizations with experience working within a proposal's target geography will receive priority consideration.

Individual applicant organizations may submit a stand-alone proposal requesting up to \$15,000. Collaborative applicants including more than one partner which outline financial compensation and outcome contributions from grassroots associations, smaller permanent staff sized organizations and/or minority-led nonprofit organizations may request up to \$25,000.

Grants will only be awarded to nonprofit, charitable organizations which have been designated as having tax-exempt status under section 501(c)(3) of the Internal Revenue Service code. Applicant organizations must be located in and providing services for residents of northwest Ohio.

### **Grant Application Process:**

Applications to the Equity & Access Initiative will be accepted until 11:59 p.m. on July 2. Applications must be submitted through the Foundation's online application system in order to be considered. The application should succinctly describe the proposed project and detail how it meets the priorities of the fund.

All proposals will be reviewed by the Foundation's professional staff and the Equity & Access Initiative Advisory Committee which will make final funding recommendations to the Foundation's full Board of Trustees. Determinations on grant applications will be announced approximately three months after the deadline.

## **Focus Areas**

Competitive proposals will support new and existing programs that address the priority areas.

A high priority will be placed on proposals that focus on activities that leverage expertise in collaboration between multiple minority-led nonprofit, grassroots associations or community-based organizations, smaller permanent staff sized nonprofits and/or first-time foundation applicants. The proposal should demonstrate a clear understanding of relevant community planning efforts, how the proposed project may correspond to and advance those efforts more efficiently, and directly address current and legacy concerns of communities that are disproportionately impacted by inequity and lack of access.

Additional priority areas include projects that actively respond to one or more of the focus areas:

- **Advocacy:** support action-oriented education on racism, implicit bias or other barriers that marginalize communities in the Greater Toledo area. Priority consideration will be given to projects that include a focus on the Black community.
- **Economic Development:** support best practices that expand the number of minority-owned businesses.
- **Employment:** provide access to living wage careers.
- **Nonprofit Capacity:** elevate existing skillsets of boards and management staff, and address technical gaps of nonprofits that serve minority communities.

**Contents of a Full Proposal:** The following describes broad content areas of the application. Interested applicants should view the online proposal for a full listing of questions.

- **Purpose and Need** – State the goals and objectives of the project. Identify the problems or needs which will be addressed. Identify the population that will benefit from this project or program.
- **Implementation** – Summarize the plans and timeframe for implementation of this project. Identify the individual(s) who will be responsible for overseeing the program and briefly describe their qualifications.
- **Evaluate** – State the criteria and procedure that will be used to evaluate the success of the proposed program. Relate this evaluation to the stated goals and objectives.
- **Sustainability** – Identify plans for securing ongoing support for this project once Foundation funds are expended. Include anticipated future financial needs of the program, potential sources of funding, etc.
- **Project Budget** – Attach a one-page project budget, which:
  - (1) specifies the requested grant period;
  - (2) delineates line-item expenses that clearly detail the proposed use of grant funds including how dollars will be distributed among partner organizations; and
  - (3) lists projected income (both solicited and received) and expenses for the proposed project.

**Attachments:** The following attachments will be required from applicants that complete a full proposal. Please pay close attention to the details or your application may be considered incomplete. Acceptable file types include: Word, Excel and PDF only. Required attachments include:

***For the applicant organization only, please include:***

- Board List – The names and affiliations of the organization’s Board of Trustees.
- IRS Letter – A copy of the organization’s tax exemption letter from the Internal Revenue Service.
- Background – Brief background and history of the organization, including when and how the organization was established, its mission or purpose, accomplishments to date and a listing of all current programs and services.
- Financial Statements – There are two options for submission of financial statements, which include:
  - Option 1 – If the organization has had an audit prepared within 18 months of the application submission, please provide the full audit. An organization’s IRS Form 990 will not be accepted in place of the required financial statements; or
  - Option 2 – If audited financial statements for this timeframe are not available, provide the unaudited income & expense statement (P&L) and balance sheet for the organization’s most recent fiscal year-end. An organization’s IRS Form 990 will not be accepted in place of the required financial statements. Note that only statements reporting information prepared within 18 months of the application submission will be accepted.
- Operating Budget – A board-approved operating budget for the current fiscal year of the organization.
- Project Budget (as referenced in the previous section).

***For each partner organization participating in the application, please include:***

- The names and affiliations of current Board members.
- The organization’s mission.
- The organization’s operating budget.

**For further information, or to discuss a possible submission, please contact:**

Artisha Lawson, Program Officer  
Greater Toledo Community Foundation  
300 Madison Ave, Suite 1300  
Toledo, Ohio 43604  
419.241.5049  
Artisha@toledocf.org