**AFFA Small Grant Application Form:**

The AFFA Small Grants Program funds programming, organization building and/or support to nonprofit organizations addressing the needs of lesbian, gay, bisexual, transgender, queer and questioning youth (LGBTQQIA).

**Eligibility**

Grants will be considered for organizations that are:

- Based in North Carolina, South Carolina or Georgia
- Nonprofit and exempt from federal taxes under section 501(c)(3) of the Internal Revenue Code or utilizing a fiscal sponsor.
- Nondiscriminatory by policy.
- Working for fundamental social change and demonstrating practical alternatives to social justice for LGBTQQIA youth.

**Grant making Program**

Grants are available to grassroots, local and state organizations in North Carolina, South Carolina and Georgia which are designated as 501(c)(3) nonprofit organizations, and which work to improve the quality of life among LGBTQQ youth.

Organizations which have not yet received their 501(c)(3) IRS status, must include proof of a 501(c)(3) fiscal agent. Grant priority will be given to groups working for long-term social change, and emotional health among LGBTQQIA individuals.

Recent examples of requests include:

- Supporting the programs of Gay-Straight Student Associations working to increase Transgender inclusion on campus
- Travel money for students to attend LGBTQQIA training events such as “Campus Pride” or to send a group of LGBTQQI students to an Outward Bound Program. Please contact the AFFA office for information on scholarships for Creating Change.
- Bringing in speakers for campus wide events, e.g. one campus is inviting an “out” professional sports figure, the LGBTQQIA group then collaborated with the Athletics Department to engage campus athletes to participate.
- Developing a community awareness workshop on LGBTQQIA youth and domestic violence issues.
- Purchasing needed books or materials for LGBTQQIA resource center on campus
- Collaborative projects with other nonprofits, e.g. a youth organization and a local film society developing LGBTQQIA youth themed film curriculum for the community
- Funding a series of social interactions for a network of GSA’s, e.g. a gay prom.

**Grant Size**

Organizations are eligible for grants from $500 to a maximum of $4,000 per year from the AFFA Small Grants Program. Funding in subsequent years is conditional on compliance with reporting requirements, continued progress toward meeting stated goals and objectives, and demonstrated impact of activities.
Criteria
The following will be considered in evaluating the organizations submitting proposals.

- Youth Involvement: in the organizing and governance of the organization and project.
- Impact: Organizations with a proven record of impact. New organizations must show they have the requisite plans and people in place to make impact.
- Planning: Organizations with well-developed strategies and goals, and with realistic plans for accomplishing them.
- Measurement: Groups who demonstrate the ability to measure goals and outcomes.
- Systems Level: Organizations demonstrating that they are working toward change at the systems level will be given priority; meaning, organizations working to affect attitudes and behavior at the community, political, cultural or policy level.
- Fundraising: Groups which demonstrate funding from a wide number of sources when possible, and which include fundraising by youth.
- Fiscal Responsibility: Organizations which demonstrate the ability to make and adhere to budgets, use financial resources wisely, and garner in-kind resources.
- Collaboration: Groups who collaborate with allies
- Leadership Training: organizations which develop leadership skill sets in LGBTQIA youth.
- Emotional Health: organizations who recognize and respond to building emotional health and self-esteem in LGBTQIA youth.

Review Process
The grants committee will review grant requests January 15, March 15 and August 15; exceptions will be made as needed. Organizations will be notified of decisions within 30 days of submission date.

Grant Requirements:
A brief progress report is due six months after receipt of the grant indicating the use of the grant funds and the outcomes to date.
A final report on the project must be submitted one year from the receipt of the grant or upon completion of the project or program for which the grant was made, or funds have been fully utilized and include the following:

- How the grant fulfilled its original intent and purposes;
- What outcomes were measured and the results of those measures;
- Geographic area and demographics of those served; include statistics on age, sexual orientation and gender identity of those who participate in the grant project/benefit from the grant project. Be sure to include:

<table>
<thead>
<tr>
<th>Race/ethnicity</th>
<th>Person of color</th>
<th>White</th>
<th>Native American</th>
<th>Asian</th>
<th>Hispanic</th>
</tr>
</thead>
<tbody>
<tr>
<td>Orientation/identity</td>
<td>Gay/lesbian</td>
<td>Bisexual</td>
<td>Trans</td>
<td>Queer</td>
<td>Intersex</td>
</tr>
</tbody>
</table>


AFFA Small Grants Program for LGBTQIA Support – Application Cover Sheet

Grant request deadlines: January 15, March 15 and August 15

*Please use this cover sheet and include no more than three pages to answer items 1 through 5 below.
*Do not forget to include your budget and Board listing with bios.

Date: ________________ Organization: ____________________________________________________________

Mailing Address: ____________________________________________ City: _______________ State: ______ Zip: ________

Physical Location (if different from mailing address): ________________________________________________

____________________________________________________________________________________________

Phone: _________________ FAX: ____________________ Email: _____________________________________

Website Address: ______________________________________________________________________________

Contact Person & Title: __________________________________________________________________________

Person Preparing Proposal and Relationship to Group: ________________________________________________

Federal Tax I.D. Number (EIN): __________________________________ (include copy of 501(c)(3) letter)

What is your organization’s tax status?  □ 501 (c)(3)  □ 501 (c)(3) fiscal sponsor

Fiscal Sponsor if applicable: ______________________________________________________________________

Tax I.D. Number of Fiscal Sponsor: __________________________________ (include copy of their 501(c)(3) letter)

Amount Requested ____________________ Project Title: ______________________________________________

Checklist:  □ Proof of 501(c)(3) determination or fiscal sponsor

□ Project Budget (incl. any in-kind donations)

□ List of Board of Directors with brief bio

Review criteria on pages 1 and 2, then:
1. Describe the geographic area served.
2. Describe who will be served by the grant you are requesting: include statistics on racial/ethnic and orientation/identity composition.
3. Describe the program for which you are requesting funds and why. Be sure to include details on: (1) how the project or program will positively impact the quality of life of LGBTQIA youth (2) how you will measure its impact (3) how much the project will cost, and what portion you are requesting from the Small Grants Program (4) how LGBTQIA youth are involved in the planning and execution of the project or program
4. What is your organization doing which affects change in the attitudes and behavior of the LGBTQIA youth community, the wider community, political and/or cultural environment of LGBTQIA youth?
5. Specifically, what does your organization do to contribute to the emotional health of LGBTQIA youth?
A brief progress report is due six months after receipt of the grant indicating the use of the grant funds and the outcomes to date.
6. A final report on the project must be submitted one year from the receipt of the grant or upon completion of the project or program for which the grant was made, or funds have been fully utilized and include the following:
   - How the grant fulfilled its original intent and purposes;
   - What outcomes were measured and the results of those measures;
   - Geographic area and demographics of those served; include statistics on age, sexual orientation and gender identity of those who participate in the grant project/benefit from the grant project.
7. Please attach your budget with a copy of in-kind donations; and, a list of your board of directors with brief bios.

For further questions, please contact: Chase Glenn at chase@affa-sc.org or 843-883-0343