2020 Flagstaff Grant Cycle

For nonprofits serving the residents of Flagstaff
Your Flagstaff Contacts

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Through this presentation, grantees will:

1. Learn the basics of the Arizona Community Foundation
2. Gain knowledge to apply for a grant
3. Know the Grant Cycle Timeline
4. Learn about changes in the grant cycle
5. Receive tips and tools to apply
The Arizona Community Foundation of Flagstaff is an affiliate of the Arizona Community Foundation.

Our mission is to lead, serve, and collaborate to mobilize enduring philanthropy for a better Arizona.

As Arizona’s largest statewide grantmaker and private provider of scholarships, ACF is not a single charitable fund, but a family of funds supported by thousands of Arizonans.

Last year, the Arizona Community Foundation granted more than $55 million to more than 2,400 nonprofit organizations, schools, and government agencies.
ACF’s Statewide Impact

The Arizona Community Foundation’s main office is in Phoenix with affiliate offices throughout the state.

To learn more about the services offered and the work of the Arizona Community Foundation statewide visit: https://www.azfoundation.org/
How it works

1) We bring charitable dollars in
Transforming donor passions into permanent revenue supporting local communities

2) We endow and invest it
Over the past 20 years, our investments averaged 8% return.
We distribute up to 5% of the earnings – principle sits in perpetuity.

3) We distribute charitable dollars in our community
In partnership with our fund holders and Collaborators, the Arizona Community Foundation of Flagstaff contributes more than $3 million in grants and scholarships to our community each year.
How Does an Endowment Work?

1. An endowed gift is made and invested for long term growth.

2. A portion of the fund is distributed to charitable interests annually, forever.

3. Meanwhile, with prudent investment, the remaining fund balance continues to grow.

Examples:
THE POWER OF ENDOWMENT

Nonprofit Receives Legacy Gift

Opened in 2001
One-time Legacy Gift: $92,560

Funds used by Nonprofit
In support of mission: $12,051

Balance Today
As of December 2019: $197,427
THE POWER OF ENDOWMENT

• Nonprofit Raises Money to Open Fund

Opened in 2012
Gifts to Date: $30,552

Nonprofit draws funds annually (+/- $1500 per year) totaling:
$10,702

Balance Today
As of December 2019: $39,312
One-Time Gift in 2015
ACF was IRA beneficiary:
$77,500

Grants Awarded To Date
(2017, 2018 and 2019):
$10,500

Balance Today As of December 2019:
$84,500

THE POWER OF ENDOWMENT

- Actual Legacy Gift Example
Some examples of fund types:

- Donor Advised Funds
- Scholarship
- Collaborative
- Nonprofit
- Designated
- Field of Interest

To learn more about the types of funds visit:

https://www.azfoundation.org/Giving/GivingOptions/TypesofFunds.aspx
ACF of Flagstaff grant cycle is funded through Field of Interest Funds

A field of interest fund is built on a gift from an individual or family to address a particular area of community life that captures the imagination or carries personal meaning, such as the arts, scientific research, animal welfare, education, youth programs or any other charitable cause.

Donor intent must be honored
Field of Interest Funds

Fields of Interest Funds for 2020 Grants:

- Substance Abuse Prevention Fund
- Animal Welfare Fund
- Education Fund
- Youth Fund
- Healthcare Fund
- Environmental Education and Conservation Fund
- P-12 Educational Resources Fund
- Social Services Fund
- Music Education Fund
- Pickard Arts & Culture Fund for Flagstaff
- Victim Services Fund
Field of Interest Funds

The descriptions for the Field of Interest Funds are in the Grant Guidelines.

The grantee must choose the best Field of Interest for their application’s project. ACF staff and volunteers (board of advisors, review committee, etc.) are unable to assist with this decision – nobody knows the project/request as well as the applicant.

Once the application is submitted, it can not be moved to a different Field of Interest.
New this year for Healthcare Applications:

Northern Arizona Healthcare Foundation and ACF of Flagstaff are running their cycles concurrently but separately. This means you can submit an application to both cycles. Follow the NAHF guidelines (found on the ACF website) carefully.

Please refer to the “typically available” funding amounts in the Flagstaff Healthcare Field of Interest for guidance in submitting a grant to ACF of Flagstaff.

For NAHF information call: Sara Mason at 928-773-2206
Field of Interest Funds

P-12 Educational Resource Fund:

Apply to this fund only if your project meets all of the requirements below:

- Service Area - Must serve Flagstaff area which is defined by FUSD boundaries
- Target Population - Must serve children aged Birth to grade 12
- Early Education - Weighted towards programs that serve Birth - age 8
- Experiential Learning
- Whole Child Focus

If the application does not meet all of the criteria, it will not be eligible for funding.

***Please note the P-12 evaluation and scoring rubric are DIFFERENT than the one contained in the Grant Guidelines for all other Field of Interest Funds.

Information on the criteria along with the scoring rubric can be found on the ACF website.

Carefully Review the **Eligibility Requirements in the Guidelines:**

- Any Arizona 501(c)(3) organization, government agency, and tribal entity that operates with fiscal accountability and responsibility. Religious organizations may apply for non-sectarian programs.
- The application for this grant cycle is online.
- Organizations are required to have a completed profile on ACF’s website: [www.azfoundation.org](http://www.azfoundation.org). Do this first!
- Organizations without 501(c)(3) status must use a fiscal agent to apply on their behalf. Fiscal agents must have a visible profile on the ACF website, and also be a 501(c)(3) organization. **A copy of the agreement between the fiscal sponsor and the sponsored organization is required and will be uploaded in the application.**
- Google Chrome is the recommended browser. Do not use Internet Explorer.
- Download the latest version of the grant guidelines and questions online at [www.azfoundation.org](http://www.azfoundation.org).
- Accountability Reports for prior grant awards must be up-to-date.

*The Grant Guidelines have full details of all eligibility requirements – including internet browser requirements and links to download - these are only the highlights*
Application Guidelines

Fiscal agent/sponsor

Organizations without 501(c)(3) status must use a fiscal agent to apply on their behalf. Fiscal agents must have a visible profile on the ACF website, and also be a 501(c)(3) organization. **A copy of the agreement between the fiscal sponsor and sponsored organization is required. Applications that are missing the required documentation will be considered incomplete and will not be forwarded for review by the grant committee.**

**An upload of the agreement is new for 2020**
Carefully Review the “What if...” Section in the Grant Guidelines

A few key points:

Each organization can have ONE standalone application and ONE collaborative application.

*A Collaborative Grant Application is one that is being submitted on behalf of two or more organizations, sharing the goals and outcomes for one project. The project can not happen without this combined effort.

Be aware:

If you are a government or tribal entity, you may submit one application per department. A university can have one application per college/school.

Please call Gwen or Pats with any questions!
The project must serve the residents of Flagstaff – see the guidelines for the boundaries.

Applications outside of the area will not be considered as donor intent for the Field of Interest Funds must be honored.

Please call for any questions about the boundaries.
Application Guidelines

Timeline for 2020 Grant Making:

- **Grant cycle** opens May 8, 2020
- **DEADLINE:** Applications due on June 1, 2020 at 4:00pm
- **Applicant Interviews:** July 14 – July 23, 2020
- **Grant awards/decline letters** sent by August 21, 2020
- **22nd Annual Grant Event:** September 11, 2020
- **2020 Final Report Due** by September 11, 2021
Funding in 2020 comes from:

Arizona Community Foundation of Flagstaff

11 Fields of Interest
(listed in the guidelines – choose one for your application)

Collaborators
Collaborators:

Arizona Community Foundation • American Society of Civil Engineers’ N. AZ Young Members • Capstone Health Fund • Ernest and Evelyn Chilson Fund • Forest Highlands Foundation • Geile Charitable Fund • GeoFund • The Molly & Joseph Herman Family Foundation • McClanahan Family Unrestricted Fund • Northern Arizona Healthcare Foundation • Taylor & Huntley Financial Group • W. L. Gore & Associates
Collaborators

Collaborators: Collaborators are donors who utilize the ACF of Flagstaff competitive grant cycle to make informed decisions on their funding placement.

These may be foundations, businesses, associations, families or individuals who wish to create a larger impact on local programs.

While this process allows the Collaborators the ease of working through ACF, it also provides the nonprofit organizations the opportunity to be in front of 12 donors instead of just one.
Funding Request Range

Proposals may be submitted for any amount, there is no specified funding request range. Total available funding will depend in part on funding amounts from the Foundation's Field of Interest funds and Collaborators.

Grants have typically been awarded from $750 to $5,000.

We do not make grants under $250.
Collaborator funding is unknown until after the interviews and the collaborators announce their decisions at Horsetrading.

**Horsetrading?**

The definition in Merriam-Webster is: *negotiation accompanied by shrewd bargaining.*

This is so true! The Collaborators are negotiating with each other to add money to your project!

We don’t know how much money the Collaborators will bring to the table or to which field of interest or project they will contribute but we do know it makes a HUGE difference and they are greatly appreciated!

The chart on the following slide provides information about the funding from 2019. The “**ACF FOI Funding For 2019**” column is what ACF had available to distribute in 2019. The amount to distribute will be roughly the same in 2020. We do not know what the dollar amount for Collaborators might be.
### Funding Request Range

#### 2019 Funding by Field of Interest

<table>
<thead>
<tr>
<th>Field of Interest</th>
<th>Total Number of Requests In 2019</th>
<th>Total Number Funded (in full or partially) In 2019</th>
<th>Total Dollars Requested in 2019</th>
<th>ACF FOI Funding For 2019</th>
<th>Collaborator Funds Contributed</th>
<th>ACF FOI Funding For 2020</th>
<th>Collaborator Funding For 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pickard Arts &amp; Culture</td>
<td>17</td>
<td>15</td>
<td>$96,675</td>
<td>$25,900</td>
<td>$8,650</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Music Education Fund</td>
<td>5</td>
<td>3</td>
<td>$26,200</td>
<td>$12,700</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Education Fund</td>
<td>12</td>
<td>9</td>
<td>$213,002</td>
<td>$16,918</td>
<td>$49,283</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Environmental Education &amp; Conservation Fund</td>
<td>9</td>
<td>7</td>
<td>$49,431</td>
<td>$13,339</td>
<td>$15,073</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Youth Fund</td>
<td>12</td>
<td>11</td>
<td>$104,000</td>
<td>$17,118</td>
<td>$31,691</td>
<td></td>
<td></td>
</tr>
<tr>
<td>P-12 Education</td>
<td>22</td>
<td>22</td>
<td>$526,834</td>
<td>$359,500</td>
<td>$56,408</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Health Care Fund – NAHF and ACF</td>
<td>29</td>
<td>21</td>
<td>$1,735,884</td>
<td>$10,820</td>
<td>$886,201</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Victim Services</td>
<td>3</td>
<td>3</td>
<td>$82,047</td>
<td>$5,678</td>
<td>$76,509</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Social Services</td>
<td>24</td>
<td>22</td>
<td>$335,112</td>
<td>$32,927</td>
<td>$215,010</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Substance Abuse Prevention</td>
<td>1</td>
<td>1</td>
<td>$5,000</td>
<td>$2,560</td>
<td>$1,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Animal Welfare</td>
<td>4</td>
<td>4</td>
<td>$18,000</td>
<td>$5,140</td>
<td>$8,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td>137</td>
<td>118</td>
<td><strong>$3,192,187</strong></td>
<td><strong>$501,840</strong></td>
<td><strong>$1,349,326</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

** Fiscal year-end for the Arizona Community Foundation is March 31 – funding availability for 2020 was not yet available at the time of this presentation, though it should be similar to 2019 funding. **
A few notes and tips on the funding request range:

• Gauge your “ask” by what ACF Field of Interest Funds might have.

• Collaborator dollars are not guaranteed and are unknown.

• Please note that the COVID-19 crisis may have an impact on Collaborator dollars in our 2020 grant cycle as our community rallied to support those most impacted.

• Healthcare in 2020: Northern Arizona Healthcare’s grant cycle is operating separately this year. The Collaborator dollars for 2020 will not be as large as shown for 2019.
## Timeline

<table>
<thead>
<tr>
<th>Dates/Times</th>
<th>Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 8, 2020</td>
<td>Grants Workshops: Guidelines and additional resources available online.</td>
</tr>
<tr>
<td>May 8, 2020</td>
<td>Grant Cycle Opens – profile must be updated and all eligibility requirements must be met. <a href="http://www.azfoundation.org">www.azfoundation.org</a></td>
</tr>
<tr>
<td>June 1, 2020</td>
<td>Grant Cycle Closes; all grants must be submitted online</td>
</tr>
<tr>
<td>Interviews</td>
<td>July 14 – July 23</td>
</tr>
<tr>
<td>August 28, 2020</td>
<td>Grantees notified – accept or declination letters via email on or before this date</td>
</tr>
<tr>
<td>Sep. 11, 2020</td>
<td>23rd Annual Grant Celebration and Check Distribution Event New location: Coconino Community College on 4th Street</td>
</tr>
<tr>
<td>Sep. 11, 2021</td>
<td>Final reports due for funded applications.</td>
</tr>
</tbody>
</table>
Review and Evaluation Process

**Grant Panels:** Proposals are reviewed and evaluated by peer grant panels comprised of community members.

Evaluation criteria consists of a point system awarded for:
- Community need
- Population served
- Measurable evaluation
- Significant results
- Community support
- Clear & feasible budget
- Demonstrate impact on community need
All proposals will be reviewed and evaluated through a process that includes comprehensive vetting by the ACF Grants Department in Phoenix. Volunteer grant committee panels are constructed annually by the Arizona Community Foundation of Flagstaff Grants Chair. Following review of the proposals through the applications and interviews, the recommendations are taken to the Arizona Community Foundation of Flagstaff Board of Advisors for final ratification. The reviewers have access to the applicants' online profiles on the ACF website to obtain organizational information – be sure to update this! Collaborators also have access to the profiles and applications.

Remember, you are applying to more than ACF of Flagstaff!

*The scoring rubric used by reviewers is in the guidelines.
Mandatory Interviews

An organization’s program representative, board member, school principal or department/program head are required to attend a 10 minute interview with Arizona Community Foundation of Flagstaff’s committee grant panel and Collaborators. Interviews will take place in July at CCC on Fourth Street. Interviews are scheduled alphabetically backwards (Z-A) by the organization’s name. Interviews are required and can not be rescheduled or changed. Failure to attend the interview will prohibit any funding by Arizona Community Foundation of Flagstaff or any Collaborator for 2019.

New in 2020: The interviews will open with the organization providing a story of impact – this can be relayed by staff, volunteers or with a client/recipient of the grant program.

The grants review panel will score the interviews based on the following:
• Organization’s ability to answer questions with knowledge/provide clarity.
• Impact story: does it support the application and demonstrate community impact?
Review and Evaluation Process

Some things to know about interviewing...

It’s mandatory!
Reviewers and collaborators attend.
These interviews DO make a difference!

A chance to...

- Provide updates on your project or organization.
- Give clarity.
- Show your passion - easily conveyed in person through a carefully selected impact story.

Important:

If you have a collaborative grant (applying on behalf of more than one organization) bring a representative from each organization.

Send someone who works DIRECTLY with the project – NOT the grant writer.
Save the date for your Field of Interest’s Interview – Exact times will be sent by email after the cycle closes and applications are vetted.

July 14 - July 23 • Interviews, CCC on 4th Street

7/14 (AM) Animal Welfare and Substance Abuse
     (PM) Environmental Education

7/15 (AM) Flagstaff Youth Fund
     (PM) Flagstaff Education Fund

7/16 (AM) Pickard Arts & Culture and Flagstaff Music Education
     (PM) Pickard Arts & Culture and Flagstaff Music Education
July 14 - July 23 • Interviews, CCC on 4th Street

7/20  (AM)  Flagstaff Healthcare
      (PM)  Flagstaff Healthcare and Victim Services Funds

7/21  (AM)  Social Services
      (PM)  Social Services

7/22  (AM)  P-12 Educational Resources
      (PM)  P-12 Educational Resources

7/23  (AM)  Overflow (if Needed) for P-12, Healthcare or Social Services
How to Apply

If your organization has an ACF profile:
Go to the Arizona Community Foundation's grants page on their website at azfoundation.org/grants

If your organization does not have a registered ACF profile:
If your organization needs to be registered, please go to azfoundation.org/grants to sign up. Once you are registered, you may begin the application process by starting a new application. You may also edit organizational information once you have logged in and attached your application to your profile.

For assistance with technical questions regarding the online registration and application, please contact our Competitive Grants Management Team at grants@azfoundation.org or 602-682-1400.
You can work on the profile now!

Update information if you have a registered profile.
Sign up if you have not done so.

The required budget for this section is your **ORGANIZATIONAL** Budget. This is different than the **PROJECT** Budget within the application.

Your 501(c)3 status must be in good standing at the time of application and a copy of the determination letter submitted.

Board of directors – upload current list.
To access the registration portal, go to azfoundation.org and click on the Grantee Login link located in the top right corner of the home screen.
If this is your first time applying for a grant through ACF, you will need to sign up for an account.

Click the **Sign Up** button.
Accessing the Online Portal

Complete all the required information in the ‘Login Information’ and ‘Your Contact Information’ sections.

**LOGIN INFORMATION**
You must provide a valid email address. All communication and system notifications will use this email address.

- Login Email
- Confirm Email Address
- Password
- Confirm Password

Password must be at least 8 characters long.

**YOUR CONTACT INFORMATION**
Please complete as many fields as applicable to ensure we have your complete contact information.

- Title
- First Name
- Last Name

Be sure to press **SAVE** before exiting the browser.
Accessing the Online Portal

You will be redirected to the Portal homepage. Enter your login information in order to gain full access.
To begin a new application, go to the ‘My Open Applications’ page and select ‘New Application’.

Your Open Applications

Ready to begin? You currently do not have any open applications. Please click the button to begin a new application.

NEW APPLICATION
CURRENT AND UPCOMING GRANTS

Organizations

NEW ORGANIZATION

Fiscal Sponsors

Click on Organization to view/edit

Testing Org:

Click on a Sponsor to view/edit
Begin a New Application

- Choose the grant cycle to which you are applying.
- Select the preview options to review information regarding a specific grant cycle.
Select the applicant organization and click **SAVE AND CONTINUE**.
Tips

• Create the application in a word processing document. This will give you a saved version; will allow you to start the application NOW; and you can simply cut and paste to the online application when you are ready. This eliminates mistakes and creates a copy on your own computer.

• Write the application to address Grant Guidelines criteria.

• Be clear about the need for your funding and how you will use it.

• The two to three sentence description of what you will do with the funds should be very clear. “Name of organization will use the money to __________.” This precise wording is used in the media and at the grants award event.
Tips continued...

• Use action verbs – make the reviewer “see” your project.

• Be concise – what are you going to do with the funds? How are you doing it?

• Have your board or other staff read the proposal before submitting.

• Ask someone who is not familiar with your proposal to read the application. This will reveal how clear you have explained the project and funding request.

• Do NOT try to submit the application at the deadline. Plan to submit days before June 1st.
Tips continued...

- Save your work frequently.
- Pay attention to the word count – don’t go over.
- You don’t have to use every word in the count. Use descriptive words and if you explain clearly, fewer words are perfectly fine.
- Keep in mind that this is a competitive cycle. Not every application can be funded and decisions are difficult for reviewers to make. Be sure your application stands out and is very clear.
- Follow the guidelines and you’ll be fine. 😊
A strong application

• Clear, concise, compelling, and well written applications
• A project that supports your Mission
• Proposals that meet the guidelines
• Collaborations – there is strength in numbers
• Well substantiated needs, based on data
• The capacity to be successful
• Proven relevance – reveal how this effort will change and impact the community

• Qualified staff and well respected board
• Well justified administrative costs
• Realistic, relevant PROJECT budgets, which are clear about what the funds will pay for Reasonable methods for measuring success
• Program/Project sustainability
• Opportunities to secure diversified funding, for example matching funds or donations from individuals
• See the sample reviewer rubric in the guidelines for more detail.
Collaboration Question

ACF allows for multiple applications to be submitted through this funding opportunity under certain circumstances. Please review the "What If" section of the guidelines for this grant cycle for an explanation of these circumstances and to be able to answer the following question:

**Question:** Are you submitting this application as a lead organization on behalf of a collaborative group that will share any forthcoming grant funding provided through this process? If so, type COLLABORATION in the box below. OR, Are you applying as a single organization (that may or may not be working with collaborators) that will be not be sharing any forthcoming grant funding provided through this process? If so, please type SINGLE in the box below.

**What does it mean to have a collaborative grant?**

- A Collaboration is a shared application – funds and responsibility.
- This program would not happen without the collaborative partnership.
A Closer Look

The Collaboration Question is different than:

**Question:** Is this project being done with the help of other nonprofits? If so, please list each nonprofit and their role in the project. If no, please discuss the resources available to fulfill the proposal. (Word Limit- 200)

**How is this different than a collaborative grant?**

- This question is seeking insight on how your organization is working in partnership with others. It can be as simple as borrowing tables or utilizing office space.

- This is not a collaboration - it is simply assistance from others to make the project successful. Remember, a collaborative grant would not happen without the particular organizations on the application.
A bit on budgets

Project Expenses and Project Income should balance out. What does that mean?

Think of it this way...

• You have a project to do and it will cost $XXXX.00 (expenses) to make it happen. Where will the support/money (income) come from to make it happen?

• The project (expenses) should equal the income in the budget template.

• Please do not use cents in your amounts – round up or down.
A Bit on Budgets

To the left is a good, balanced budget

This museum is asking for funds for a new exhibit.

Total Budget:  $9350
Request to ACF:  $4150

Note: Pending – ACF of Flagstaff
These are the current funds being requested.

Note: Income (how will the project be funded?) is the same as the Expenses (the expected costs for the project).

Income and Expenses equal each other.

PLEASE - Do not use cents in the dollar amounts – round up or down. Thank you!
A bit more on budgets

• You have an area to make comments on the budget. Use this space to reiterate key points or explain details in more depth. If it’s clear and logical, the budget will speak for itself in the template (without a calculator!).

• The budget provides a clear picture of your project and the needs. It shows how the requested funds will help fulfill your needs.

• Your reviewers should not have to use a calculator to make sense of your budget. The expenses and income should equal each other.

• A confusing budget could deem your application as incomplete and not be considered for funding.
A bit more on budgets

A very important question that relates to the budget:

**Question:** How will you proceed with this project if you only receive partial funding? Are there components that are more critical than others? If so, please itemize and prioritize the components and corresponding costs.

The **WRONG** answer is, “We won’t be able to do it.”

The **CORRECT** way to answer is by prioritizing your budget needs. This helps reviewers make decisions when full funding is not available. Help the reviewers by letting them know what you need MOST.
Post Funding Expectations

• Follow through with Accountability Reports

• Provide a 250 word impact story with photos

• Keep us informed of any significant changes to your proposal; contact changes, need for an extension, etc.

• Provide the final report with outputs (measureable results). It is YOUR responsibility to submit the report by September 11, 2021.

• Press release/publicity acknowledgements
For 2019 Awardees – COVID-19 Alert:

2019 grants do not have to be spent on the programs for which you applied if your organization was impacted by COVID-19.

The most obvious need is for healthcare, social services and education programs that had to shift program efforts to the impact of the pandemic. Another example is for arts & culture programs that were canceled, leaving the organization without those fundraising dollars.

In these cases, we encourage you to redirect the funds to the most urgent issues you are facing. If, for example, you need funds to keep the lights on, you can divert grant funds to the operational budgets.

In addition to immediate needs, we understand the need to request a funding extension. You might have a program that was funded through the grant cycle that has been postponed but will be held when the emergency is lifted. Your school based program may have been canceled but will continue in the fall. For these things, we will work with you on extending those funds to the next school year.

We ask that you stay in communication with us on your needs with the 2019 funding. You will still be filling out the interim and final reports and ask that you note this change in the area provided and modify the budget as needed.

Please call or email with any questions or concerns.
Important info!

- Document uploads – use only the narrative spaces and budget template provided when completing your application. Do not upload additional documents. The only document upload will be the fiscal sponsor agreement.

- Incomplete applications will not move forward for review – put something in each box!

- Applications with budgets that are confusing or “just don’t add up” may be deemed “incomplete” and disqualified for consideration.

- Submit your application well in advance of the deadline.
Common Pitfalls

- Past delinquencies in reporting
- Grants are the sole source of income
- Incomplete or poorly written proposal
- Did not answer the application questions directly or concisely
- Mission drift
Reminders

- **Additional Giving Opportunities**: The Arizona Community Foundation can post giving opportunities for viewing by donors, fundholders and fund advisors when they log into the donor portal. http://www.azfoundation.org/GrantsLoans/CurrentGrantOpportunities/GiveOppApp.aspx
We’re here to help!

Grant applications questions
Pats Shriver or Gwen Groth
PShriver@azfoundation.org
GGroth@azfoundation.org
928.526.1956

Technical assistance
grants@azfoundation.org
602.381.1400
Visit: azfoundation.org/FlagstaffGrants

Arizona Community Foundation of Flagstaff
2020 Grant Guidelines & Application Questions
Open Date: 9:00am, May 8, 2020
Close Date: 4:00pm, June 1, 2020

Introduction
The Arizona Community Foundation of Flagstaff was founded in 1987 and is dedicated to providing a continuing source of funding support to the Flagstaff nonprofit community. The Arizona Community Foundation of Flagstaff is an affiliate of the Arizona Community Foundation (ACF). The Arizona Community Foundation of Flagstaff secures, manages and allocates donor gifts for charitable purposes in the Flagstaff area, working to improve the quality of life for all residents. Gifts to Arizona Community Foundation of Flagstaff are held and managed as part of a permanent endowment. Endowed funds maximize donor gifts, improving the welfare of the community today while leaving a legacy for future generations.

The Arizona Community Foundation of Flagstaff’s mission is to create a culture of community philanthropy and to generate the financial capacity to provide support in perpetuity for vital community programs which meet the ever-changing needs of a vibrant Flagstaff community.
• **Arizona Department of Health Services, Vital Statistics** | [www.azdhs.gov/plan](http://www.azdhs.gov/plan)
  - Differences in health status by race ethnicity
  - Characteristics of newborns and mothers by Census tract
  - Obesity, falls among 65+, mental disorders, and more

• **America’s Health Rankings** | [www.americashealthrankings.org](http://www.americashealthrankings.org)
  - Interactive state comparison tool
Youth and Education Data

- **Kids Count Data Center** | [www.datacenter.kidscount.org](http://www.datacenter.kidscount.org)
  - Data on early education, school attendance, family structure, children without a home computer, and much more

- **Arizona Department of Economic Security** | [www.azdes.gov/appreports.aspx](http://www.azdes.gov/appreports.aspx)
  - See annual report and welfare report

- **National Center of Education Statistics** | [www.nces.ed.gov](http://www.nces.ed.gov)
  - Massive dataset based on in-depth interviews with 8,000+ adults

- **America’s Health Rankings** | [www.americashealthrankings.org](http://www.americashealthrankings.org)
  - State profiles, NAEP comparisons, school district demographics
Arts, Culture, and Civics Data

- **National Assembly of State Arts Agencies** | [www.nasaa-arts.org](http://www.nasaa-arts.org)
  - Research on economic development, arts funding, arts participation, arts education, and best practices

- **Arizona Civic Health Index** | [www.thearizonawewant.org](http://www.thearizonawewant.org)
  - Data on voting, political voice, consumption of news, ties to community, giving and volunteering
Help us help you!

If you see any errors (human, computer, etc.) or discrepancies, please email or call so that we can make corrections for everyone.

Thank you!
Good Luck!