

2020 Orchid Giving Circle Grant Application

Sejal Desai (Communities Foundation of Texas)

Grant Guidelines

ORCHID GIVING CIRCLE 2020 GRANT GUIDELINES

Our Philosophy: The Orchid Giving Circle Fund at Texas Women's Foundation is a group of Asian women who work together, pooling their resources and leveraging their networks, to award large community grants that support social change and services for the North Texas Asian community. Orchid members represent a wide range of Asian cultures, ages, ethnicities and professions with the goal of increasing awareness of the local Asian population, community needs and knowledge about philanthropy.

Additionally, Orchid Giving Circle Fund at Texas Women's Foundation is a member of the [Asian Americans/Pacific Islanders in Philanthropy](#) (AAPIP), a national, member-supported philanthropic advocacy organization dedicated to advancing philanthropy and Asian American/Pacific Islander communities.

Our Mission: The mission of the Orchid Giving Circle at Texas Women's Foundation is to encourage philanthropy in the Asian American/Pacific Islander community to contribute in a strategic and meaningful way and to bring a new source of funding to nonprofit organizations serving Asian Americans throughout the North Texas area. The Circle provides the opportunity to learn about issues and organizations that affect and impact the Asian American/Pacific Islander community.

Eligibility & Grant Limits

1. 501(c)(3) organizations in good standing with the Internal Revenue Service.
2. Beneficiaries of services/aid must be Asian-American.
3. Organizations must have a significant presence in North Texas.
4. Organizations demonstrating strong leadership and staff.
5. Programs that provide evidence that the service is in response to a valid need in the community, and demonstrate objectives and metrics tied to outcomes, not activities.
6. Applications must be received by the deadline of March 11, 2020 at 5:00 pm CST through the online grants portal.

Ineligible Requests

The Orchid Giving Circle does not fund:

1. Individuals
2. Campaigns to elect public officials or for political or lobbying efforts
3. Programs which promote religious activities, proselytize or require adherence to a particular religion.
4. Projects which take place before the completion of the grant making process
5. Projects inconsistent with federal, state and local nondiscrimination ordinances regarding equal employment opportunity

6. Grants that ultimately will go wholly to another agency, other than the applicant (pass through)
7. Organizations which have the ability to levy taxes

Grant Process

The complete grant application is due online by 5 p.m. CST on **March 11, 2020**.

Applications will only be accepted through the online grant system.

Failure to provide a complete application, including all properly labeled attachments or to meet the application deadline will automatically eliminate the applicant from consideration. A complete application must be submitted through the online grant portal.

Please do not submit any additional items not requested in the application including: CDs, DVDs, newsletters, brochures, evaluation matrices, letters of support, etc.

Questions concerning the guidelines should be directed to: Sejal Desai at sdesai@cftexas.org

Questions related to accessing the online application and grants portal should be directed to: Shonda Barnett at sbarnett@txwf.org

Grant Request Timeline

Online application available:	February 10, 2020 at 9 am CST
Deadline to request a login account:	March 9, 2020 at 5 pm CST
Application deadline for 2020:	March 11, 2020 at 5 pm CST
Notification of meeting/site visit or elimination from consideration:	April 1, 2020
Meeting/Site visiting period:	April 6 – April 25
Final notification of grant status:	September 16, 2020

Target Funding Areas

We are seeking funding proposals for the 2020 giving cycle from North Texas based non-profit organizations located in Dallas, Collin and Tarrant counties, that empower Asian women and girls to achieve their potential but also support the underserved community of North Texas Asians in general.

Orchid grant making is limited to \$20,000 per nonprofit per year.

The Orchid Giving Circle at Texas Women's Foundation requires program alignment with the Foundation's core values.

We value:

- Equality
- Empowerment
- Inclusion
- Integrity

Decision Making Criteria

Orchid Giving Circle encourages agencies to consider the following questions in reference to the program for which they are applying for funds.

Does the program:

- Effect long-term, positive changes in systems that currently prevent Asian-Americans from reaching their full potential?
- Expand choices and opportunities for Asian-Americans?

- Use evaluation tools that include measurement for effectiveness with clear definition of program success?
- Explicitly address the particular and unique needs and challenges of Asian-Americans?
- Effectively use volunteers and board members?

After you have reviewed the above guidelines, please type "Yes" in the box below to proceed with the application.

Contact Information

2020 Orchid Giving Circle Grant Application

Organization Legal Name

Executive Contact Information:

Name

Email Address:

Phone Number (ex. 972-111-1111):

Primary Proposal Contact Information:

Name:

Email Address:

Phone Number (ex. 972-111-1111):

Organization Information:

Mailing Address:

City:

State:

ZIP Code:

Physical Address:

City:

State:

ZIP Code:

Website:

Main Phone Number (ex. 972-111-1111):

Organization & Proposal Overview

Organization Overview:

Tax ID Number:

Doing Business As (DBA):

Organization Mission Statement:

(Characters left: x)

Purpose of Organization:

(Characters left: x)

Purpose of Grant Proposal:

Need/issue to be addressed:

(Character count: x)

How need/issue will be addressed:

(Character count: x)

Project Timeline:

(Character count: x)

Funding Request

Amount Requested:

How will money be spent?:

List of all other entities asked to support the proposal with amounts and responses to date. When do you expect to hear from pending requests?:

Describe plans to support the proposal if only partial funding is awarded:

Describe how the project/activity supports the empowerment of Asian - Americans in North Texas that are underserved.:

(Characters left: x)

Evaluation Details

Program Name:

How will you define and measure success?:

(Character count: x)

What strategy or strategies will you use to reach your goals?:

(Character count: x)

Describe your past experience with this kind of project/activity.:

(Character count: x)

Is there anything else you would like to share with us about your organization?

(Character count: x)

Executive Summary

Executive Summary: This section should capture and condense the content of this application into no more than a half page narrative and should be written to serve as a standalone to clearly summarize the request. Maximum 1,500 characters (including punctuation, bullets and spacing) are available for this section.

Be sure to include the following: 1) Brief one line description of the nonprofit organization 2) Purpose of the grant – services, support, programming, etc. 3) Who will be served – Asian population and number of people 4) Expected impact and 5) Timeframe

(Characters left: x)

Attachments

Please label all attachments with your organization name (abbreviations are fine), please ensure your organization's name is visible on each page, and format all pages to print.

Provide a budget including income/expenses, number of women served or expected to be served, and the geographic area served.

Most recent IRS Form 990 or Form 990-EZ

A copy of your 501c3 IRS determination letter

Financial Overview

Date of most recent MONTH END:

Cash

Total Assets:

Total Liabilities:

Total Unrestricted Net Assets:

Total Net Assets:

Date of most recent YEAR END:

Total Contributions, Support, Grants and Revenue:

Investment Earnings:

Total Revenue Amount:

Total Organizational Expenses:

Comments or Explanation:

(Character count: x)

Application Overview

Organization Name:

Years in Operation:

Cause:

Amount Requested:

How many Asians do you have on staff and on the board of directors?:

How many Asians do you serve?:

How many Asians will be served by this project?:

How many Asians to be served by this grant are likely to be women and/or girls?:

What geographic area will you serve (counties)?:

If previous Orchid grantee, list the amount funded in past years.

Please provide a brief description of your organization and this specific grant request. (This response is limited to 500 characters.)

Submission Page

Name of Executive Officer, Board Chair, or Approving Official:

Title of Approving Official:

*By checking the box, I certify that this application is complete and is approved by the individual indicated above.

☐ I Agree

*Please be aware that the Orchid Giving Circle may publish the names of the nonprofits that have been named as

semifinalists in the grant process. By checking the box, I understand that I give Orchid Giving Circle permission to list my organization's name in all publications.

☐ **I Agree**