



## OPPORTUNITY FUND APPLICATION

### Grant Application Checklist

Please use the checklist below to determine whether the application is complete. We must receive all the information listed below to consider your grant proposal. **Proposals will not be considered unless all of these materials are received by 5:00 p.m. on the day of the deadline.**

- Cover Sheet** (see below) with contact information and a summary of the key points of the proposal.
- Proposal narrative** (no more than 2 pages), answering all the questions listed below.
- Current or next year's financial information:
  - A detailed budget showing **expected income and expenses for the current or upcoming fiscal year**, including a list of funds already available or pledged from other sources.
- Grantee Progress and Fiscal Report:
  - The **most recent Grantee Progress and Fiscal Report** if your organization received funding from Bread & Roses in the past three years.
- Internal Revenue Service letter:
  - A copy of your organization's **IRS letter** granting it tax-exempt status;**OR**
  - A copy of the fiscal sponsor's **IRS letter** along with a **letter from that organization** agreeing to act as fiscal sponsor.

### Proposal Narrative Questions

*Proposals should not exceed a maximum of 2 pages and preferably should be sent by email. Please use at least 1" margins and 12-point type. Numbers in parentheses are suggested space limits.*

1. Please give a **brief history of your organization**, including why it started, recent activities, and accomplishments, and its mission. (approx 1/4 page)
2. What is the **problem** your organization is trying to resolve, and what has your organization identified as some of **the root causes of the problem**? (approx 1/4 page)
3. Who is the **community or constituency** that is most affected by the problem? Include geographic boundaries if there are any. (approx 1/4 page)
4. Describe the overall **strategy or approach** of your organization to resolve the problem. (approx 1/4 page)
5. Why is the current project a **priority** for your organization at this time? How does this project fit into your organization's long-term strategy? (approx 1/4 page)
6. What are the **expected activities and outcomes** of the proposed work? Include a timeline and any publicity or outreach plans as well as expected results and accomplishments. (approx 1/4 page)



**Bread & Roses** *community fund*

## GRANT APPLICATION COVER SHEET

Name of Organization \_\_\_\_\_

Office Address \_\_\_\_\_

Website \_\_\_\_\_ Office Phone \_\_\_\_\_

Person to contact about this proposal \_\_\_\_\_ Contact's Email \_\_\_\_\_

Role/Title \_\_\_\_\_ Contact's Phone \_\_\_\_\_ Contact's Alternate Phone \_\_\_\_\_

Name of Organization Serving as Fiscal Sponsor, if applicable \_\_\_\_\_

Address \_\_\_\_\_

Contact \_\_\_\_\_ Contact's Phone \_\_\_\_\_ Contact's Email \_\_\_\_\_

**Fund Category** (Check only one. If applying to different Funds, please submit separate proposals)

- Racial & Economic Justice Fund     
  Future Fund     
  Phoebus Criminal Justice Initiative  
 Media Justice Fund     
  Opportunity Fund

**Amount requested from Fund** \$ \_\_\_\_\_

Total organizational budget for current fiscal year \$ \_\_\_\_\_

Specific purpose budget (if applying for a specific project) \$ \_\_\_\_\_

What grants has the organization received from Bread & Roses during each of the past three years?

200\_ \$ \_\_\_\_\_      200\_ \$ \_\_\_\_\_      200\_ \$ \_\_\_\_\_

**If applying for project support, please indicate: Start date \_\_\_\_\_ End date \_\_\_\_\_**

**In the space below summarize the key points of your proposal.**

(It's usually best to complete this part after you've finished the rest of the proposal!)

\_\_\_\_\_  
Signature of the person completing application      title      phone      date



## FUNDING GUIDELINES

### **Bread & Roses Community Fund**

Bread & Roses Community Fund is committed to supporting racial and economic justice organizing in the Delaware Valley.

Formerly the People's Fund, Bread & Roses has distributed over \$9 million since 1971 to grassroots organizations. In addition to grantmaking, Bread & Roses also provides technical assistance including fundraising advice, communications tips, and organizational development support to its grantees and allied organizations.

### **Eligibility Requirements**

*Organizations must meet all of the following criteria to be eligible:*

- Must be located in Philadelphia, Bucks, Chester, Delaware, Montgomery or Camden counties.
- Must have an organizational and/or a distinct project budget that is less than \$150,000.
- Must be tax-exempt, or have a fiscal sponsor that is tax-exempt, or have a pending 501(c)(3) application.
- Must have completed all progress reports from previous Bread & Roses grants. Failure to submit progress reports will disqualify organizations from future funding.
- Must submit a complete application. No exceptions.

### **Funding Criteria**

Bread & Roses provides grants to groups that have a long-term vision and engage strategies that promote social justice, including:

- A focus on organizing and activism (*not social service work*)
- A clear understanding of the root causes of the problem they are working to resolve
- A strategy that includes collective action by the community and results in concrete outcomes
- A vision that emphasizes changing the systems that create or perpetuate the problem being addressed
- Leadership that is primarily composed of people affected by the problem that is being addressed
- A priority for developing leadership from within the affected community

*Additional funding criteria are listed within each fund category below.*

### **Bread & Roses Grants Program Does Not Fund**

- Direct service work/social services
- Research
- Educational programs
- Capital campaigns or building projects
- Scholarships, fellowships, or grants to individuals (except through the Lax Scholarship Fund)

### **Our Grant Funds**

Bread & Roses makes grants through the following fund categories:

- Opportunity Fund
- Racial and Economic Justice Fund
- Future Fund
- Phoebus Criminal Justice Initiative



## FUND CATEGORIES

### **The Racial & Economic Justice Fund**

The Racial & Economic Justice Fund (REJ) was created to support groups that engage community organizing to promote racial and economic justice at the local, state, national or international policy levels. For groups applying to this fund, racial and economic justice must be central to their vision, understanding of the problem, and strategy for addressing the problem.

#### **Additional Funding Criteria**

The Racial & Economic Justice Fund makes grants to groups that:

- Meet all basic eligibility requirements and funding criteria
- Have a long-term vision for and engage strategies that promote racial and/or economic justice
- Are building a local base for taking collective action against the problem being addressed
- Are changing the balance of power between community members and decision makers

Grant size: \$5,000

Deadline: July 6<sup>th</sup>

**Proposals must be complete (see checklist) and in our office by 5:00 p.m. on the day of the deadline.**

### **The Future Fund**

The Future Fund was created to support groups that are beginning to work to change the balance of power between their community and those in positions of power. The Future Fund provides funding for new and emerging groups, as well as groups that are new to Bread & Roses.

#### **Additional Funding Criteria**

The Future Fund makes grants to groups that:

- Meet all basic eligibility requirements and funding criteria
- Are new or emerging groups or organizations that are new to Bread & Roses
- Are focusing on developing their capacity and skills to build a local base and take collective action against the problem being addressed

Grant size: \$2,000

Deadline: July 6<sup>th</sup>

**Proposals must be complete (see checklist) and in our office by 5:00 p.m. on the day of the deadline.**



**Bread & Roses** *community fund*

## FUND CATEGORIES (continued)

### **The Phoebus Criminal Justice Initiative**

The Phoebus Criminal Justice Initiative is a donor-advised fund that provides grants for criminal justice reform activism. Grantees target issues that include (but are not limited to) police accountability, racially biased sentencing policies, growth of the for-profit prison industry, criminalization of youth, and the death penalty.

#### **Additional Criteria**

The Phoebus Criminal Justice Initiative makes grants to groups that:

- Meet all basic eligibility requirements and funding criteria
- Have a long-term vision and engage strategies that promote justice within criminal justice systems
- Are building a base for taking collective action against injustices within the criminal justice systems

Grant size: \$2,500-\$6,000

Deadline: Please check back after September 1<sup>st</sup> to find out the deadline for this fund.

**Proposals must be complete (see checklist) and in our office by 5:00 p.m. on the day of the deadline.**

### **The Opportunity Fund**

Opportunity Fund grants are intended for special projects or emergencies that are not part of an organization's ongoing work. These activities are frequently in response to rapidly emerging issues and might include: demonstrations and rallies, coalition efforts, conferences, or forums.

#### **Additional Criteria**

The Opportunity Fund makes grants to groups that:

- Meet all basic eligibility requirements and funding criteria
- Are facing an emerging issue, project, or situation that is not part of the organization's ongoing work
- Have not received an Opportunity Fund grant within the past 12 months

Grant size: \$50-\$500

Deadline: 1<sup>st</sup> day of each month

**Proposals must be complete (see checklist) and submitted electronically to [grants@breadrosesfund.org](mailto:grants@breadrosesfund.org) by 5:00 p.m. on the day of the deadline.**