2023 Foundation-Directed Grant Application

The Pittsburgh Foundation (FOR OPERATING SUPPORT REQUESTS)

Previous Grants

Have you received a foundation-directed grant from The Pittsburgh Foundation in the last two years?*

This does not include grants received through a donor-advised fund, the Critical Needs Alert, or Wish Book program.

Choices

- Yes
- No

Final Report and Funds Spent

To be eligible for a new grant award, all funds from the previous year's grant must be expended AND a final report must be submitted. Please contact your program officer before continuing with this application. If you do not know who your program officer is, please contact Jill Ritchie at ritchiej@pghfdn.org.

Have you submitted your final report?*

Choices

- Yes
- No

Do you have funds remaining from your previous grant?*

Choices

- Yes
- No

Grant Opportunity Selection

Please select the grant opportunity to which you are applying. You may only select one.*

Please click here to review our current strategic priority areas and other initiatives below.

Choices

- Current strategic priority.
- Direct Care and Medical Assistance for Specific Disease Areas.
- Raymond C. and Martha S. Suckling Fund
- Serving Seniors in Allegheny County.

Strategic Plan Area Strategy*

Please select all that apply.

Choices

- Access to Information
- Access to Post-Secondary Education
- Career Advancement
- Child Care
- Education
- Emergency Response

- Employment
- End Mass Incarceration
- Entrepreneurship
- Equitable Access to Land, Water and Air
- Food
- Homeownership
- Learning and Action
- Mental Health
- Physical Health
- Protecting Basic Needs
- Shelter/Housing
- Small and Mid-Size Arts Organizations
- Support for Careers and Lives of Individual Artists
- Voter Engagement
- Youth Justice

Grant Request Purpose and Amount Requested

Grant Request Purpose*

Provide a brief, one-phrase description of the purpose of your grant request (e.g.: To support the expansion of the Senior Housing Initiative.)

Character Limit: 250

What amount are you requesting?*

Character Limit: 20

Duration of Request*

Choices

- One year
- Two years

Organizational Background

Organizational Information*

Is there publicly available, up-to-date information about your organization's mission, history, programs and impact that we can access to learn more about your work (i.e. on a website or nonprofit search platform that does not require a paid subscription)?

Choices

- Yes
- No

Organizational Background Detail

Where can this information be found?*

Choices

- GuideStar/Candid
- Your website
- Other

If you selected other, please list.
Character Limit: 1000

Organizational Background Detail - Please Describe

If no, please describe. *
Describe your organization's mission, history, programs and impact in the space below.
Character Limit: 2500

Organizational Information

Social Media
Please provide links to your social media pages and your social media handles to allow us to learn more about your organization and programs.

Twitter
Character Limit: 250

Instagram
Character Limit: 250

Facebook
Character Limit: 250

LinkedIn
Character Limit: 250

YouTube
Character Limit: 250

Other
Character Limit: 250

Demographic Information

For the past several years, The Pittsburgh Foundation has been working to ensure equitable access to funding through new, more targeted grant-making approaches such as Small and Mighty. However, we know that in order to truly achieve this goal, we must take a systematic approach to tracking all of our grant-making efforts and understanding our reach. Though not a solution in and of itself, collecting demographic data offers another lens for understanding which organizations and communities benefit from our Foundation's grant-making resources. We are committed to using this data to identify areas where our grantmaking should grow to ensure that communities which, historically and presently, have had less access to philanthropic support have a role in shaping the organizations and programs that serve them. Your individual responses to these questions will not be shared publicly. Responses to these questions will be aggregated and any data we publish will summarize responses received from all applicants.

Leadership Race/Ethnicity*

How does your executive director/CEO self-identify their race/ethnicity?

Choices

- African American/Black
- Asian/Asian American/Pacific Islander
- Hispanic/Latino/Latinx
- Native American/American Indian/Indigenous
- Two or more races/ethnicities
- White/Caucasian
- Other (Please specify below)

Leadership Race/Ethnicity Other

Character Limit: 100

Leadership Gender*

How does your executive director/CEO publicly self-identify their gender?

Choices

- Agender/Doesn't identify with any gender
- Man
- Non-Binary
- Transgender Man
- Transgender Woman
- Woman
- Prefer not to state
- Other (Please specify below)

Leadership Gender Other

Character Limit: 100

Does your organization currently collect racial/ethnic demographic data regarding board members?*

Choices

- Yes
- No

Does your organization currently collect racial/ethnic demographic data regarding people served?*

Choices

- Yes
- No

Demographics of Board Members

Demographics of Board Members

What is the current racial/ethnic makeup of the board of directors of your organization? **Please enter percentages (i.e., 15%) in the below fields**. Your total **must** add up to 100. Please enter 0 if it does not apply to your organization.

Demographic Type	Board Members (%)
African American/Black	
Asian/Asian American/Pacific Islander	
Hispanic/Latino/Latinx	
Native American/American Indian/Indigenous	
White/Caucasian	
Two or More Races/Ethnicities	
Unknown Race/Ethnicity	
Total:	

Demographics of People Served

Demographics of People Served

What is the current racial/ethnic makeup of the people served by your organization? **Please enter percentages (i.e., 15%) in the below fields**. Your total **must** add up to 100. Please enter 0 if it does not apply to your organization.

Demographic Type	People Served (%)
African American/Black	
Asian/Asian American/Pacific Islander	
Hispanic/Latino/Latinx	
Native American/American Indian/Indigenous	
White/Caucasian	
Two or More Races/Ethnicities	
Unknown Race/Ethnicity	
Total:	

Grant Type

Type of Support*

Please review our grant guidelines to determine which type of support you are eligible to be considered for and select the grant type below. *Please note, applicants utilizing a fiscal sponsor cannot receive a general operating support grant.*

Choices

- General Operating Support
- Project Support

Proposal Narrative

Proposal*

Organizations are now permitted to upload an application that has been submitted to another foundation for the same purpose in place of completing the support request section. The application must be no more than six months old. ***LOIs or inquiry forms will not be accepted.*** Your uploaded application should be no more than 25 pages.

If your organization has submitted a grant application and/or request to another foundation for the same purpose in the past six months, would you like to use it for this application?

Choices

- Yes
- No

Completed Application

Completed Application

Please upload your completed application here.

- Please submit full applications. Letters of inquiry will not be accepted as a full proposal.
- Do **not** upload applications that are more than 25 pages.

File Size Limit: 5 MB

Recent Changes

If applicable, please describe any relevant changes that have occurred since this application was written. If there are no changes, please enter N/A.

Character Limit: 5000

General Operating Support Request

Proposed Goals and Activities*

Describe, in detail, your organization's proposed goals and activities for the next 12 months.

We strongly recommend that you address each of the following bullet points in your response:

- A brief overview of your organization and/or programmatic goals for the grant period.
- A description of the specific activities and/or projects you will undertake to achieve the identified goals and how you will implement them.
- Strengths or assets that your organization has that will help you be successful. This can include past successes, staff expertise, volunteers, etc.
- If you are collaborating with other organizations on specific activities/projects, please list your partners and describe how you will work together. Only include the names of individuals or organizations that have committed to working with you and be sure that you have received their permission to include their names in this application. If you receive a grant for this proposal, you may be asked to submit formal documentation of these partnerships.

Character Limit: 10000

Evaluating and Measuring Progress

What outcomes/results do you plan to track?*

Please consider including outcomes that you are already tracking and measuring for this work.

Programmatic Examples:

- <u>Program delivery</u>: The number of sessions or programs offered.
  - Example: *Five performances are held each quarter. OR Each client receives at least five hours of counseling.*
- <u>Program impact (client/community changes)</u>: Differences in knowledge, skills, behavior or outcomes from the beginning to the end of program participation.
  - Example: *The program will result in a 30% reduction in the days of school missed by youth participating in the program.*

Operating Support Examples:

- <u>Staff knowledge/skill</u>: Impact of professional development or other training.
  - Example: *Five staff will achieve a 50% increase in knowledge of strengths-based assessment and demonstrate proficiency in using skills in client interviews.*
- <u>Fundraising</u>: Changes in financial resources secured from various sources.
  - Example: *New annual campaign will result in a 25% increase in individual giving and reduced reliance on government funding.*

Character Limit: 2500

How will you measure your progress?*

Examples include surveys, questionnaires, interviews or entering client information into case-management software. These tools may be used to collect and analyze information on a weekly, monthly, quarterly or annual basis.

<u>Examples</u>:

- We will use pre- and post-questionnaires and/or assessments to measure changes in students' STEAM related knowledge.
- We will use our constituent management software to track the number of new donors over the course of the year.

Character Limit: 2500

Financial Information

Operating Budget*

What is your organization's **current** board approved operating budget?

Character Limit: 20

Operating Revenue*

What is your organization's annual operating revenue from your current board-approved budget?

Character Limit: 20

Operating Budget Upload*

Please upload your organization's **current** board approved operating budget.

File Size Limit: 15 MB

Operating Budget Breakdown Sources of Support

Please enter **percentages** (i.e., 15%) in the below fields. Your total **must** add up to 100.

Source of Support		Percentage
Foundation Grants		
Corporate Donations		
Individual Donations		
Government Grants/Contracts		
Special Events		
In-Kind Donations		
Fees for Service		
Other (Please specify in blank fields in the column to the right)		

Other Foundation Funding

Please list all approved and pending requests from foundations to support this project and their respective amounts.

Foundation Name	Approved or Pending?	Amount

Grant Request Budget - General Operating Support

Grant Request Budget

Please describe how you will use The Pittsburgh Foundation (TPF) funds requested in this proposal. Please utilize the "other" section to provide any costs associated with your project not listed under "expenses."

EXPENSES

	Other	Use of TPF Funds Requested in this Proposal	Actual Expenses
Salaries (*non-consultants*)			
Independent Contractors (*not consultants*)			
Artist Fees			
Consultants and Professional Fees			
Payroll Taxes			
Fringe Benefits			
Travel/Transportation (*Car mileage, bus fare for participants, etc.*)			
Rent and Utilities			
Equipment			
Supplies			
Postage and Printing			
Evaluation			
Meeting/Workshop Expenses (*food, space rental, etc.*)			
In-Kind Expenses			
Other (*Please specify in blank fields in the column to the right*)			
TOTAL:			

Financial Statements

Financial Statement Requirement*

Is your organization required to complete an annual audit?

Choices

- Yes
- No

Annual Audit

Annual Audit*

Please upload your organization's most recently completed annual audit (no more than two years old).
File Size Limit: 10 MB

990 and Profit and Loss Statements

If your organization is not required to complete an annual audit, please upload your most recently filed Form 990 AND a Profit and Loss Statement (for your last completed fiscal year, including actual income and expenses).

Form 990*

Please upload your organization's 990.
File Size Limit: 7 MB

Profit and Loss Statement*

Please upload your most recent Profit and Loss statement.
File Size Limit: 3 MB

Other Attachments

If you have any questions regarding required attachments, please contact your assigned program officer or Jill Ritchie at 412-394-2611 (ritchiej@pghfdn.org).

Work Samples - REQUIRED FOR ARTS-RELATED REQUESTS ONLY
Upload a relevant work sample file and/or provide links to online work samples. Your application will not be considered complete without this information.
File Size Limit: 7 MB

Optional Information

If you would like to provide additional information about your organization or your work, you may do so here. For instance, you may want to include annual reports, your current strategic plan, newsletters, reviews or stories that help us to better understand or see the work that you are doing in the community.
File Size Limit: 3 MB

Length of Application

Length of Application*

The Pittsburgh Foundation has recently streamlined our grant-making practices. We are interested in better understanding the amount of time you spent completing this grant application. Your response to this question will solely be used to inform our evaluation of our processes and will not impact the consideration of this application.

Choices

- 0-5 hours
- 5-10 hours
- 10-15 hours
- More than 15 hours