

# Ruth Nelson Family Foundation Grant Opportunity

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*Ruth Nelson Family Foundation*

## *Organization Information*

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### **Application Instructions**

To apply for funding, complete the sections below and click the submit button at the bottom of the page. The system will automatically save your work as you complete the application. If you exit the application, your work will be saved and you can log back in to submit at a later date.

For the most up to date eligibility requirements and funding priorities, please review our website here.

### **Primary contact person for this request\***

*Character Limit: 250*

### **Position or title\***

*Character Limit: 250*

### **Email address\***

*Character Limit: 250*

### **Phone number\***

*Character Limit: 250*

### **Mission statement\***

*Character Limit: 1000*

### **Organization's annual operating budget\***

*Please round to the nearest dollar and do not enter commas.*

*Character Limit: 20*

### **Total number of staff\***

*Character Limit: 5*

### **Number of full-time staff\***

*Character Limit: 5*

### **Number of part-time staff\***

*Character Limit: 5*

## Request Overview

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*Please note that some information will auto-populate from your LOI. It may be edited.*

### Proposal name\*

*If this request is for General Operating support, please enter your organization name follow by "General Operating" (e.g. - Family Service Provider, Inc. - General Operating).*

*Character Limit: 100*

### Primary focus area

Please select the focus area for this request.

*If more than one applies, please select the best fit.*

#### Choices

Affordable Housing  
Women's Health  
Youth Development

### Type of request description

**General Operating:** Flexible funds to support the core operations of an organization.

**Capital:** Funds for one-time capital expenses or for capital campaigns. Requests can include predevelopment funding for new construction, renovations, and equipment.

**Program Support:** Funding to support a specific project, program, or initiative.

**Capacity Building:** Funding to develop and strengthen operations and processes, resources, systems, and skills.

#### Choices

### Type of request

*You may select more than one option if your request has multiple components.*

#### Choices

General Operating  
Capital  
Program Support  
Capacity Building

### Total request\*

*Please enter without commas.*

*Character Limit: 20*

### Over how many years?\*

#### Choices

1 year  
2 years  
3 years

4 years

5 years

### Will you be using a fiscal sponsor?\*

#### Choices

Yes

No

## *Fiscal Sponsor Information*

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Because you selected 'yes' to using a fiscal sponsor, we need you to provide the sponsor's information for our records.

### Name of fiscal sponsor\*

*If applicable, please provide the name of the fiscal sponsor you intend to use for your request.*

*Character Limit: 250*

### EIN of fiscal sponsor\*

*Character Limit: 15*

### Fiscal sponsor contact person for grant agreements\*

*Character Limit: 250*

### Fiscal sponsor contact email for grant agreements\*

*Character Limit: 254*

### Fiscal sponsor documentation\*

Please upload documentation that describes the fiscal sponsorship. RNFF requires an MOU/fiscal sponsorship agreement to be in place.

*(Accepted file types include *xlsx, doc, docx, and pdf*)*

*File Size Limit: 1 MB*

## *Narrative Questions*

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Please answer the following questions to help us better understand your request.

### WHAT: What is the opportunity you are looking to address with this grant?\*

*Relevant information could include:*

- *The opportunity, challenge, issue or need that your organization works to address*
- *The solution your organization is proposing*

*Character Limit: 2500*

**WHO: Who benefits from the work of your organization?\***

*Relevant information may include:*

- *Information about the people you serve such as socioeconomic status, race, ethnicity, gender, sexual orientation, age, physical ability, and language*
- *Information about the geographic focus of your work, if there is one*

*Character Limit: 2500*

**HOW: Tell us about your work.\***

*Please share the most important information about how you will address the problem/opportunity in the question above. Relevant information may include:*

- *What you plan to do (activities) and the timeframe*
- *How it addresses the need/opportunity*
- *How are you working or collaborating with other organizations, coalitions, or networks*
- *Details about how you listen to and involve constituents, community members, and/or volunteers*

*Character Limit: 2500*

**WHY: Why is your organization well-positioned to do this work?\***

*Relevant information may include:*

- *Previous track record of success*
- *Expertise or experience in the field, staff diversity, and organizational leadership*
- *Other resources*

*Character Limit: 2500*

**Outcomes and Impact: What metrics does your organization currently use?\***

What metrics does your organization currently use to assess progress, outcomes, and guide decision-making? What are your existing baseline metrics and targets?

*Qualitative and quantitative indicators should clearly align with RNFF focus areas. Include measures you could report on if awarded a grant from RNFF.*

*Character Limit: 2500*

**Is there anything else you'd like us to know?**

*Character Limit: 2000*

## *Budget and Budget Narrative*

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### **Organization's annual operating budget\***

Please upload your current fiscal year organization's operating budget.

*(Accepted file types include xlsx, doc, docx, and pdf)*

*File Size Limit: 1 MB*

### **Most recent income statement\***

Please attach your most recent income statement.

*(Accepted file types include xlsx, doc, docx, and pdf)*

*File Size Limit: 1 MB*

### **Most recent balance sheet\***

Please attach your most recent balance sheet.

*(Accepted file types include xlsx, doc, docx, and pdf)*

*File Size Limit: 1 MB*

### **Cash flow statement (optional)**

*(Accepted file types include xlsx, doc, docx, and pdf)*

*File Size Limit: 1 MB*

### **Budget narrative\***

Briefly tell us how the Ruth Nelson Family Foundation funds would be spent.

The Foundation assesses the following information when reviewing financials:

- Current operating reserves
- Net assets/fund balance
- Operating surplus/deficit
- Borrowed money and loan terms

Feel free to use the budget narrative to elaborate on any relevant financial matters.

*Character Limit: 1500*

### **Other pending and committed sources of funding\***

Upload a list of pending and/or committed funding sources for your organization. Please include the names of private foundations.

*(Accepted file types include xlsx, doc, docx, and pdf)*

*File Size Limit: 1 MB*

## *Required Documents*

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### **Most recent 990\***

*Please provide a link to your most recent 990. If a link is unavailable, please upload a copy here. (Accepted file types include *xlsx, doc, docx, and pdf*)*

*Character Limit: 100 | File Size Limit: 2 MB*

### **Most recent audited financials, if available**

*(Accepted file types include *xlsx, doc, docx, and pdf*)*

*File Size Limit: 2 MB*

### **List of board members, titles, and affiliations\***

Please upload your full board listing, including board position (president, secretary, treasurer, etc.), organizational affiliation, and title.

*Example: John Smith, President; The Widget Company, VP of Sales*

*(Accepted file types include *xlsx, doc, docx, and pdf*)*

*File Size Limit: 1 MB*

## *Capital Request Supporting Documents*

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### **Development team\***

*Please list the names of the companies providing these services:*

- *Developer*
- *General contractor*
- *Subcontractors*
- *Property owners*
- *Owner's representative*
- *Architect*
- *Design team*
- *Consultants*

*Character Limit: 2500*

### **Total construction budget and operating proforma\***

All applicants should provide a construction budget. Please also provide a 10-year operating proforma showing anticipated revenues and expenses. [\(Please contact Nikki Sharp, Grants Manager, for a template if needed\).](#)

*(Accepted file types include *xlsx, doc, docx, and pdf*)*

*File Size Limit: 1 MB*

## Documented evidence of site control\*

Evidence of ownership or long-term lease over the land and/or building required for the project.

*Acceptable documentation is a deed or a lease. If grant funds will be used for acquisition, a purchase agreement is acceptable evidence of site control.*

*(Accepted file types include xlsx, doc, docx, and pdf)*

*File Size Limit: 1 MB*

## Letters of intent to lease (if applicable)

*If leasing, provide lease agreements or letters of intent to lease from all tenants, including square footage and lease rates.*

*(Accepted file types include xlsx, doc, docx, and pdf)*

*File Size Limit: 1 MB*

## Financial commitments and fundraising status

Please include:

- Total fundraising goal including pending and committed sources
- Information on fund development consultant and/or capital campaign committee

*File Size Limit: 1 MB*

## *Other Documents*

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Please use this section to upload any related or supporting documents. These could include capital project milestones, annual report, feasibility study, video, or webpage.

### Other document upload 1

*(Accepted file types include xlsx, doc, docx, and pdf)*

*File Size Limit: 1 MB*

### Other document upload 2

*(Accepted file types include xlsx, doc, docx, and pdf)*

*File Size Limit: 1 MB*

### Other document upload 3

*(Accepted file types include xlsx, doc, docx, and pdf)*

*File Size Limit: 1 MB*

## Other information

Links to videos, websites, news articles, other media - if applicable.

*Character Limit: 2000*

